SAN FRANCISCO PUBLIC LIBRARY
3 1223 06447 4746

5/S

San Francisco Public Library

Government Information Center
San Francisco Public Library
100 Larkin Street, 5th Floor
San Francisco, CA 94102

REFERENCE BOOK

Not to be taken from the Library

Digitized by the Internet Archive
in 2015

https://archive.org/details/minutesofregula2005sanf_0

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
APR 28 2005
SAN FRANCISCO
PUBLIC LIBRARY

76
1
5/05

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Helen Marte Bautista
Lonnie K. Chin
Steven A. Coulter
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, May 5, 2005
TIME: 4:00 PM
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of April 7, 2005.
Explanatory document: draft Minutes

3. NOE VALLEY BRANCH LIBRARY ACTION

Presentation of, discussion of, and possible action to confirm current scope and schedule for Noe Valley Branch Library's renovation and to increase the budget for the project.
Explanatory documents: Branch Library design plan

4. CITY LIBRARIAN'S REPORT DISCUSSION

by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: City Librarian transition update; a Legislative Day activities update, current Library Technology & Privacy Advisory Committee related activities; and exhibitions and programs.

5. RESOLUTION COMMENDING COMMISSIONER STEIMAN ACTION

Presentation of, discussion of, and possible action to approve a resolution honoring Vice President Carol Steiman's exemplary leadership and service during her term in office as a member of the San Francisco Public Library Commission.
Explanatory Document: draft resolution

6. NOMINATION OF COMMISSION OFFICERS FOR 2005 ACTION

(This item is to allow Commissioners to indicate an interest in serving as President or Vice President of the Commission and to nominate themselves or fellow commissioners for the Offices of President or Vice President of the Public Library Commission.)

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

3 1223 06447 4746

7. FRIENDS OF THE LIBRARY REPORT DISCUSSION

(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

8. LABOR UNION REPORT

(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

9. NEW BUSINESS

(This item is to allow Commissioners to introduce new agenda items for consideration.)

10. ADJOURNMENT (requires motion and public comment) ACTION

4/29/05 - M. Housh, Commission Secretary

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
JUN 15 2005
SAN FRANCISCO
PUBLIC LIBRARY

F
76
2
/5/05
raft

Gavin Newsom
Mayor

Charles A. Higueras, A.I.A.
President

Helen Marte Bautista
Lonnie K. Chin
Steven A. Coulter
Jewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

Luis Herrera
City Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, May 5, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, May 5, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Coulter at 4:08pm.

The following members were present: Commissioners Bautista, Coulter, Gomez, and Kane. President Higueras and Commissioner Chin's arrival was expected. Commissioner Strobin was excused attendance.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public called hateful President Higueras's comments at the last meeting identifying the speaker and criticizing this person's statements expressing hostility to the Friends of the Library as improper. The anonymous speaker recounted ways that they felt they had been subjected to mistreatment by the Library including threats of assassination. This person commented on the mechanisms of hate, suggesting that the many ways that it was expressed were often not revealed, and that that this person declined to internalize mistreatment to which they had been subjected.

Ms. Talen Lee, a Chinatown and Main Library teen library user, requested that the Main Library Teen Center be enlarged, have more internet access, provide a dedicated gathering place for teen users to socialize and dance, and that more materials of interest to teen users be added to the Library's collections.

Mr. Peter Warfield commented that he was practically dizzy with all of the new arrivals on the Commission and Library staff and welcomed the newcomers. Mr. Warfield suggested that there was a greater problem with incivility on the part of the Library Commission rather than from members of the public. Mr. Warfield suggested that members of the public had interesting and valuable insights, as well as a wealth of history, memory, and knowledge about the Library, and that their participation should be welcomed.

Ms. Rea Campbell, a longtime library user and newly elected Chair of the Board of the Friends of the Library, thanked the Commissioners for their support for the work of the Friends and reported to the Commission that the Annual Library Laureates Dinner had been a great success, raising over $225,000 to support the Library. Ms. Campbell thanked the Commissioners for their hard work on behalf of our libraries.

Please note: These are draft minutes subject to revision by the public library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Commissioner Coulter acknowledged the important support provided to the Library by the Friends of the San Francisco Public Library noting that the Commission did not see them as a hate group as suggested by a member of the public. Commissioner Coulter requested that the Commission Secretary connect the young people who came again to the Commission with their concerns with appropriate Library staff to find ways to enable the Library to better serve their needs.

Ms. Melissa Riley, Librarian's Guild, clarified that the young people making public comment were requesting increased services at the Main Library's Teen Center rather than at the Chinatown Library.

AGENDA ITEM #2 APPROVAL OF THE April 7, 2005 COMMISSION MEETING MINUTES

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF APRIL 7, 2005

An anonymous member of the public found these minutes particularly eviscerated of meaning, calling attention to a page 2 and page 3 discussions by President Higueras concerning the challenges in gaining acceptance for contemporary architectural design in San Francisco this person found inaccurately reported. This person commented that their page 3 public comment in response was concerned with the term vested interests rather than use of the term stakeholder. This speaker also noted that comments offered by Sue Cauthen on the Library CAC were also not accurately reported.

Mr. Peter Warfield suggested many improvements were needed in these minutes as the minutes served as the record of meetings and that they should be taken seriously. Mr. Warfield noted he had provided additional information about editor of the Unabashed Librarian, (a library world newsletter), when referring to a recent article about the San Francisco Public Library that was not noted. Mr. Warfield recalled that he had referred to the article's calling attention to important Shilts, Epstein, and Adair archival collections received by the Library thirteen years ago that the article said were not yet accessible rather than stating so himself. Mr. Warfield noted that his expression of thanks to the Deputy City Librarian for his important report on the new Seattle Library had also not been noted.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF APRIL 7, 2005

Commissioner Coulter suggested that report of Mr. Warfield's expression of thanks for Mr. Underwood's report on the new Seattle Main Library be included. The Commissioner additionally requested that his remarks in response to the anonymous member of the public's negative comments about the Friends of the Library be expanded to include his comment that if the anonymous speaker were successful in thwarting contributions to the Friends of the Library, library users at the newly reopened branches might send thanks to the anonymous speaker when finding themselves sitting on the floor for lack of the resources provided by the Friends.

MOTION: by Commissioner Bautista, 2nd by Commissioner Gomez for approval of the Minute of April 7, 2005 meeting as amended per Commissioner Coulter.

ACTION: 4-0 AYE (Bautista, Coulter, Gomez, and Kane)

President Higueras joined the meeting at 4:24pm.

AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY REPORT

City Librarian Luis Herrera presented an overview of where things stood with the proposed renovation and seismic safety improvement for the Noe Valley-Sally Brunn Memorial Branch Library and developments since construction bid estimates had been reviewed. The City Librarian reported that construction costs continued to rise above any levels anticipated when the Bond Program was conceived.

Branch Library Improvement Program (BLIP) Manager Marilyn Thompson then discussed in great detail the process that had been followed in planning for and gathering community input into the proposed $4.8 million renovation of the historic Noe Valley Library. Ms. Thompson outlined the seismic safety and ADA accessibility improvements that were necessary and how the Architects, Carey & Company, had made changes in the design that preserved the features requested by the community but lowered costs. Ms. Nancy Goldenberg, Carey & Company, then presented the original and revised plans (copy attached) based on the results of January 2005 cost estimates to find expensive items and develop ways to address them while maintaining the goals of the project. Ms. Thompson then discussed the range of cost implications of the revised design suggesting that additional funds would be necessary if the project was to go out to bid in mid-July with planned closure in September. City Librarian Luis Herrera concluded the report with a recommendation that the Commission increase the project budget to the top range of the construction estimates and accept the revised project plan as outlined by Ms. Goldenberger and schedule as presented.

Public comment on AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY

Supervisor Bevan Dufty (District 8) welcomed the new Library Commissioners and observed that the neighborhood was now very engaged in this renovation project and pledged to continue work closely with Library staff to do everything possible to encourage construction firms as competitive bidders for this project. Supervisor Dufty noted that it was important that everyone work together to insure that this beautiful building was made even more beautiful and continued to serve the neighborhood. Supervisor Dufty requested that the Commission move forward with this project.

Ms. Debra Neimann, Friends of Noe Valley, thanked Ms. Thompson for her candor concerning the situation facing this project, noted that she was surprised to learn when calling about a holding “Harry Potter” related sleep-over event that the project was over budget. Ms. Neimann noted that the neighborhood had been waiting 17 years to get their library renovated. Ms. Neimann called attention to the high level of active engagement and strong financial support for community institutions in Noe Valley and committed to continue follow the process to its conclusion. Ms. Neimann thanked City Librarian Herrera and Supervisor Dufty for their efforts to get the project underway. Ms. Neiman urged approval of the higher end of the construction estimates.

An anonymous member of the public noted a lack for availability of explanatory documents prior to the meeting and cited an April “Noe Valley Voice” article concerning the proposed renovation. This person then recounted their understanding of the history of previous efforts to renovate this Branch Library and neighborhood concerns about it given reported suggestions by the Department of Public Works to demolish the historic structure. This person noted that providing wheelchair access to the branch given its location was a major challenge.

Ms. Carol Yenne, President, Noe Valley Merchants Association and a longtime community resident, recalled 30 years of efforts by the neighborhood to get their branch library renovated, noted the many delays, and urged the Commission to approve going forward now and get the facility renovated.

Ms. Kim Drew, Co-Chair, Capital Campaign for the renovation of the Noe Valley Branch Library, observed that the community had worked hard to raise the additional funds needed to equip the renovated branch library. Ms. Drew urged that the Commission approve the revised plan at the upper end of the cost estimate range and go forward with the renovation as requested by the community.

Ms. Joan Jackson, Noe Valley-Sally Brunn Memorial Branch Library representative Council for Neighborhood Libraries, (CNL), concurred with Supervisor Dufty's comments and noted that the neighborhood had felt blindsided by a lack of communication concerning changes as they were occurring and that the Library needed to do a better job fostering communication. Ms. Jackson commended the Noe Valley Branch staff for their hard work.

Commissioner Chin Joined the meeting at 4:57pm.

Commission discussion of AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY

Commissioner Helen Marte Bautista observed that this problem had faced the Commission before and that it was necessary to go forward with the planned renovation. Commission Bautista noted that waiting would only result in greater costs later. Commissioner Bautista noted that the project architects were talented and that the proposed design revision would give the neighborhood the branch library that it wanted.

Commissioner Kane, a Noe Valley resident and regular branch user, agreed and suggested that it was important that the project get going as soon as possible.

Commissioner Gomez inquired about and was informed regarding how the redesign addressed the ADA (Americans with Disabilities Act) accessibility requirements to provide full access to the entire building including rest rooms, the main floor and the deck area.

Commissioner Coulter agreed that the project architects had done a good job in revising the proposed design that preserved what was wanted by the community. Commissioner Coulter agreed that maintaining communication with the community was essential and liked the idea of a "Harry Potter" related sleep over event at the Branch.

Commissioner Chin wondered if the Library would be able to afford to continue to make similar cost related decisions on the remaining projects.

President Higueras noted that the BLIP program was not exempt from future construction costs spikes and that the Library Commission would have to carefully evaluate each project and if necessary recalibrate program to re-focus on exactly what was outlined in the original bond proposal in order to complete the entire Bond Program as promised in Prop. A (Branch Library Improvement Bond 2000). President Higueras noted that the Library's bond management had been lauded for careful stewardship of its resources and that he remained confident that the Bond Program would remain true to its commitments to every branch in the system.

MOTION: by Commissioner Coulter, 2nd by Commissioner Bautista to approve addition of $672,000 to the project budget, revising as proposed, the Noe Valley–Sally Brunn Memorial Branch Library Project schedule and scope and accept the revised building plan.

ACTION 6-0 AYE (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera presented reports on the City Librarian transition; Legislative Day activities in Sacramento, Library Technology & Privacy Advisory Committee related activities; and exhibitions and programs.

Public comment on AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

An anonymous member of the public commented that the new City Librarian and new Library Commissioner had not been formally introduced. This person noted attending the meeting of the Library Technology & Privacy Advisory Committee finding the discussions most interesting. This person commented that Commissioner Coulter had attempted to set a positive tone at the beginning of the meeting and observed that technology does not have a value in and of itself and that the social costs of technology must be considered, pointing out that even good technologies can do harm. This speaker suggested that times had changed since the days when the Library thought that visionaries could shove technologies down the throat of the community.

Ms. Sue Cauthen, Vice Chair, Board of Supervisors Library Citizens' Advisory Committee, commented on the activities of the Advisory Committee. Ms. Cauthen commended City Librarian Luis Herrera's decision to take public comment at meetings of the Library Technology & Privacy Advisory Committee, suggesting that much could be learned from public comment.

Ms. Melissa Riley, Librarian's Guild, noted her participation on the Library Technology & Privacy Advisory Committee and commented that its scope was wider that just health and privacy issues related to RFID.

Mr. Peter Warfield commented he was glad to learn about the proposed reading project "One City, One Book", and noted that he had urged that the Library do more to feature materials in its collections, suggesting that there could even be branch tie-ins to such programs. Mr. Warfield applauded the decision to take public comment at the meetings of the Library Technology & Privacy Committee but expressed disappointment that it was constituted as a passive meeting body, would produce no report, that no outspoken opponent of RFID was chosen to serve on the committee. Mr. Warfield reiterated his opposition to RFID and noted there had not been discussion of RFID's down side.

Commission discussion of AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

Commissioner Coulter discussed his experiences as a member of the Library Technology and Privacy Advisory Committee noting that its members had not taken a position on RFID. Commissioner Coulter noted that Ann Brick of the ACLU and Lee Tien of EFF, critics of RFID, had been invited to participate and that public was invited in as well. Commissioner Coulter reported that he expected the Committee to take a greater role in considering the issues before it. Commissioner Coulter commented that involvement of a privacy expert would make it better and observed that it had had a good first meeting.

Commissioner Bautista read the list, thanking those named for their outstanding public service, and requested that that the names of those Library staff who had been nominated and recognized during the 2005 Staff Recognition Program be attached to the Minutes (Copy attached).

President Higueras and Commissioner Kane reported that they had attended the 2005 Staff Recognition Program and lauded it as a special moment of family for the Library.

Commissioner Chin noted that when a book is available its author will attend.

Commissioner Bautista thanked the Friends for making the Annual Library Laureates Dinner possible; reporting that it had been a great, well produced event, with great food.

AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

President Higueras read the proposed resolution calling attention to and honoring the contributions made by former Commission Vice President Carol Steiman during her years of dedicated and exemplary public service as a member of the San Francisco Public Library Commission. (Copy attached).

Public comment on AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

An anonymous member of the public expressed thanks for former Commissioner Steiman for her service.

Ms. Deborah Doyle, Friends of the Library, cited former Commissioner Steiman as a mentor whose service on both the Board of the Friends and the Commission was characterized by bringing needed focus to both the needs of the branches as well as the Main Library. Ms. Doyle recalled Commissioner Steiman's leadership and service on the Council for Neighborhood Libraries (CNL) and recalled her taking Library Sciences classes to better understand the issues. Ms. Doyle recalled Commissioner Steiman's commitment to quietly research issues and to always check in with those impacted. Ms. Doyle noted she will be missed.

Mr. Peter Warfield commended Commissioner Steiman for fairness and listening despite disagreements; he appreciated her willingness to state her opinions and go to the Board of Supervisors to support her views. Mr. Warfield noted that she was deserving of commendation.

Commission discussion of AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

President Higueras noted that former Vice President Steiman had been an effective partner in leadership of the Commission and that she personified the ideal of a "Citizen Commissioner. President Higueras also acknowledged the commitment and sacrifice of Commissioner Steiman's husband, Harvey Steiman, who devotedly supported her work.

Commissioner Coulter saluted former Commissioner Steiman's passionate commitment to our libraries and noted that it had been a privilege to serve with her. Commissioner Coulter noted that her feisty spirit had much in common with the late Ms. Stong, whose tradition former Commissioner Steiman had followed.

Commissioner Chin honored former Commissioner Steiman's impressive knowledge of our libraries and her example of true sensitivity. Commission Chin said she would miss Commissioner Steiman's passion and her standing up for the needs of all of the public.

Commissioner Bautista fondly recalled a day spent with Commissioner Steiman walking in Glen Park during the process for selecting a site for its new branch Library. Commissioner Bautista thanked former Commissioner Steiman for sharing her expertise and knowledge, noting that they had been on the same page on many issues.

Commissioner Gomez thanked former Commissioner Steiman for welcoming her to the Commission and providing a great example to follow.

Commissioner Kane saluted former Commissioner Steiman's service and noted that he wanted to learn from her example.

MOTION: by Commissioner Coulter, 2nd Commissioner Bautista, for approval of the proposed resolution honoring Commissioner Carol Steiman.

Approved by the following vote:

ACTION: 6-0 AYE (Bautista, Chin, Coulter, Higueras, Gomez, and Kane)

Former Commissioner Steiman rose to express her thanks and appreciation for what was an unexpected honor and called to mind her decades of support for her neighborhood branch library. Commissioner Steiman fondly remembered the example provided by the late civic and library activist and leader Mary Louise Stong in bringing her into greater roles in support of the public library. Commissioner Steiman thanked and lauded her former colleagues on the Library Commission as a caring and diverse group dedicated to public service. Commissioner also thanks the Commission Secretary, Deputy City Librarian Paul Underwood for their assistance to her during her years on the Commission and welcomed City Librarian Herrera to the great opportunities and challenges of leading the library system. The former Commission Vice President promised to stay around and remain active and involved in supporting San Francisco's libraries. The Commission paused briefly to take commemorative photographs.

AGENDA ITEM #6 NOMINATION OF COMMISSION OFFICERS FOR 2005

Commissioner Chin, 2nd by Commissioner Gomez nominated President Higueras to continue in office during 2005 and Commissioner Gomez, 2nd by Commissioner Chin nominated Commissioner Coulter to serve as Vice President. No other nominations for Commission officers for 2005 were made. The Commission Secretary noted that additional nominations could be offered at the next meeting prior to the election of the 2005 officers.

Public comment on AGENDA ITEM #6 NOMINATION OF COMMISSION OFFICERS FOR 2005

None offered.

AGENDA ITEM #7 FRIENDS OF THE LIBRARY REPORT

Ms. Donna Bero, Executive Director of the Friends of the San Francisco Public Library noted the observance of "Cinco de Mayo" and expressed the Friends of the Library's warm welcome to the new City Librarian.

Ms. Bero then provided an update report on the April 20th California Library Association (CLA) sponsored Annual Library Lobbying Day activities in Sacramento noting that San Francisco's delegation was the largest participating and its activities were widely noted. Ms. Bero reported on discussions with Assemblyman Leland Yee and with staff members representing Assemblyman Leno and State Senators Jackie Spier and Carole Migden. The Friends' Executive Director noted that the trip provided opportunities to call attention to the new State Library Construction Bond proposal SB 1161 and for support for state library funding. Additionally, Ms. Bero noted the visit to Sacramento provided opportunities to network with regional partners in Marin and San Mateo Counties to work together in support of California's libraries. Ms. Bero highlighted the happy coincidence that allowed the delegation to witness the confirmation of former City Librarian Susan Hildreth to be State Librarian of California.

Ms. Bero next provided an overview of the ongoing Friends' Capital Campaign in support of the branch libraries. The Friends Executive Director then discussed the Friends' support for the Library's "One City, One Book" Program recently announced by the Mayor. Library Chief of Public Affairs Marcia Schneider provided additional details and discussed plans for the "One City, One Book" Program focused on San Francisco Author Gus Lee's well regarded coming of age novel China Boy.

Public comment on AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

None offered

Commission discussion of AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista lauded the great work done by the Friends in support of the Library noting that their efforts had made participation in the Annual Library lobbying Day in Sacramento successful. President Higueras noted that the Library benefited from having relationship with such strong legislative advocates as Assemblyman Mark Leno. Commissioner Chin expressed the hope that next year's Legislative Day activities would be scheduled on another day so that she would be able to participate as she had wished to this year.

AGENDA ITEM #6 LABOR UNION REPORT

Melissa Riley, Librarian's Guild, thanked Commissioner Bautista for entering comments into the record and welcomed Commissioner Kane expressing her appreciation that he had attended the Annual Staff Recognition Program. Ms. Riley also the Unions were happy to meet with City Librarian Luis Herrera noting that the Library unions welcomed him as one who listens to staff and were happy that Mr. Herrera encouraged library staff to bring concerns and recommendations to him directly.

AGENDA ITEM #7 NEW BUSINESS

Newly appointed Public Library Commissioner Larry Kane introduced himself and discussed his background as a life long library user, new Father, Attorney, and wrestling Coach at Galileo High School and expressed his happiness to be able to serve. Commissioner Kane recalled his happiness at participating in the Annual staff Recognition Program as his first activity as a member of the Commission.

Commissioner Bautista requested calendaring of an item on the need for Teen Services at the Library, although questioned the possibility for dancing. President Higueras noted that the item should focus its scope both the local and global needs for Teen Services.

Commissioner Chin requested calendaring of a discussion developing a fair policy and find ways of insuring equity during the branch Library Improvement Program for each of San Francisco's diverse communities, not just more activists ones.

Public comment on AGENDA ITEM #7 NEW BUSINESS

An anonymous member of the Public confessed that their middle name Lawrence was also shortened as a child to Larry but suggested that the new Commissioner might be known as Coach given his involvement with a fascinating ancient sport of wrestling. This person noted concerning Teen Service that what was being discussed were library services and that it was important to introduce them to reading. This person then discussed to ongoing dynamic involved in the branch renovations at Noe Valley, as with the Taravel Branch, noting that it was important to note this message means that that the costs continue to add up.

Mr. Peter Warfield agreed with everything suggested and expressed appreciation for Commissioner Kane's introduction of himself. Mr. Warfield commented that he hoped that the new City librarian and new Commissioners would offer a blast of fresh air and result in more books and open hours a priority for citizens when they adopted Prop. E in 1994. Mr. Warfield noted that important issues had been identified and expressed his wish that they would come to the agendas soon.

Commissioner Bautista left the meeting at 7:51pm.

AGENDA ITEM #8 ADJOURNMENT

Commissioner Coulter lauded the outstanding service that Deputy City Librarian Paul Underwood had provided while serving as Acting City Librarian. These remarks were seconded by President Higueras, who acknowledged the dedication skill, and leadership Mr. Underwood had shown while serving as Acting City Librarian. The Deputy City Librarian expressed his appreciation for the Commissioner's kind remarks.

MOTION: by Commissioner Chin, 2nd Commissioner Kane that the meeting be adjourned in thanks and honor of Paul Underwood's exemplary service as Acting City Librarian.

Approved by the following vote:
5-0 AYE (Chin, Coulter, Higueras, Gomez, and Kane)

There being no further business, the meeting was adjourned at 7:57 pm.

Michael Housh, Commission Secretary 5/19/05

Please note: These are draft minutes subject to revision by the public library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

ATTACHMENTS to the May 5, 2005 Minutes:

Noe Valley Branch Library renovation Floor Plans
5/2/05 slide presentation on the Noe Valley Branch Library renovation
Resolution Honoring Commissioner Carol Steiman
2005 Library Staff Recognition Program Nominees & Honorees

Appendix A

Library Commission meeting of May 5, 2005

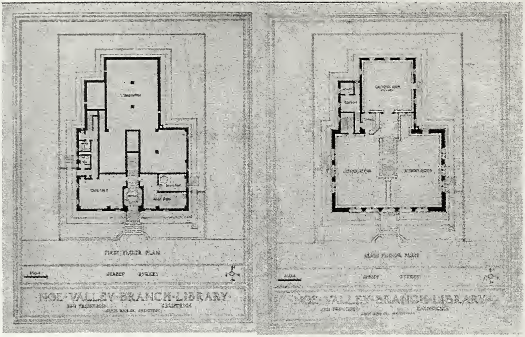
The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16..

These summary statements are provided by the speaker. Their contents are neither generated by nor subject to approval or verification of accuracy, by the San Francisco Public Library Commission.

The number of members of the public who spoke anonymously at this meeting. 1

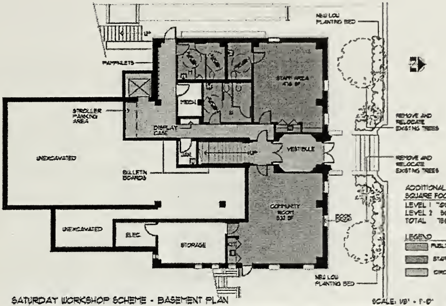
Noe Valley Branch Library

Presentation of, discussion of, and possible action to confirm current scope and schedule for Noe Valley Branch Library's renovation and to increase the budget for the project.


FIRST FLOOR PLAN
JERSEY STREET
NOE·VALLEY·BRANCH·LIBRARY
SAN FRANCISCO
CALIFORNIA
MAIN FLOOR PLAN
JERSEY STREET
NOE·VALLEY·BRANCH·LIBRARY
SAN FRANCISCO
CALIFORNIA

Project Budget

- Original Budget 10/2001
  - $4.410 million
- Approved Budget 01/2002
  - $4.189 million
- Quarterly Report First Quarter 2002
  - $2.933 million construction costs


NEW LOW PLANTING BED
UP
PAMPHLETS
STROLLER PARKING AREA
MECH.
STAFF AREA 416 SF
DISPLAY CASE
VESTIBULE
JAN.
UP
UNEXCAVATED
BULLETIN BOARDS
REMOVE AND RELOCATE EXISTING TREES
REMOVE AND RELOCATE EXISTING TREES
COMMUNITY ROOM 832 SF
BOOK DROP
UNEXCAVATED
ELEC.
STORAGE
NEW LOW PLANTING BED

ADDITIONAL SQUARE FOOTAGE

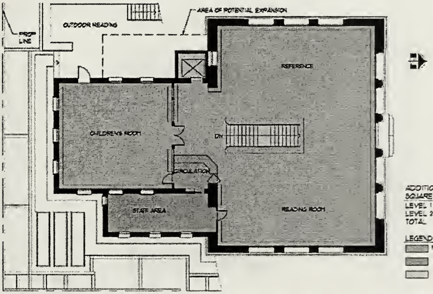
LEVEL 1 1000SF
LEVEL 2 500SF
TOTAL 1500SF

LEGEND

- ▨ PUBLIC AREAS
- ▨ STAFF AREAS
- ☐ CIRCULATION

SATURDAY WORKSHOP SCHEME - BASEMENT PLAN
NOE VALLEY BRANCH LIBRARY

SCALE: 1/8" = 1'-0"
OCTOBER 9, 2003


AREA OF POTENTIAL EXPANSION
OUTDOOR READING
PROP LINE
REFERENCE
CHILDREN'S ROOM
DN
CIRCULATION
STAFF AREA
READING ROOM

ADDITIONAL SQUARE FOOTAGE

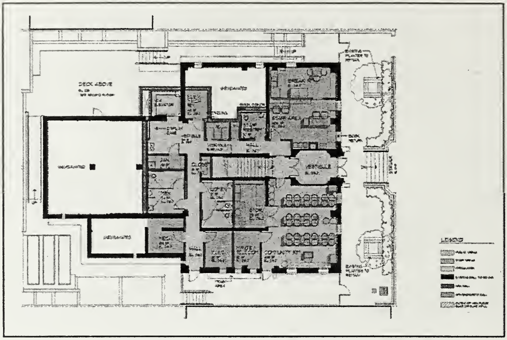
LEVEL 1 1000SF
LEVEL 2 500SF
TOTAL 1500SF

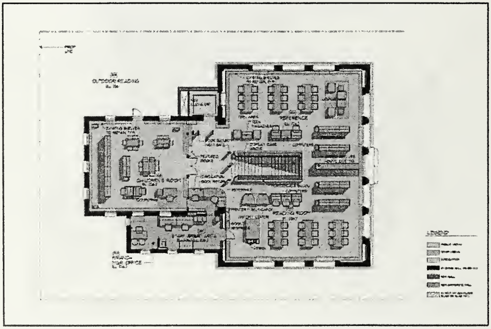
LEGEND

- ▨ PUBLIC AREAS
- ▨ STAFF AREAS
- ☐ CIRCULATION

SATURDAY WORKSHOP SCHEME - FIRST FLOOR PLAN
NOE VALLEY BRANCH LIBRARY

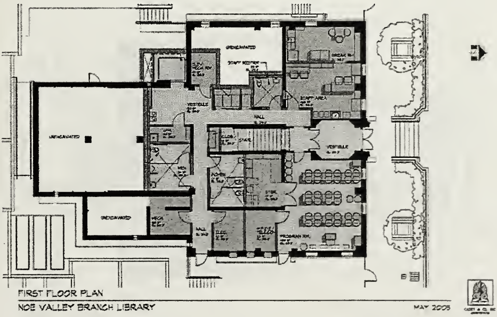
SCALE: 1/8" = 1'-0"
OCTOBER 9, 2003

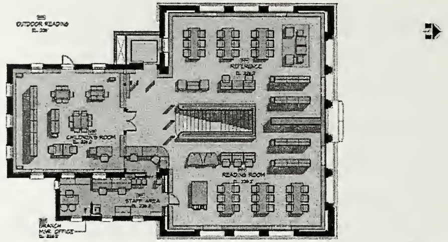

DECK ABOVE
HALL
VESTIBULE
STOR
COMMUNITY RM
LEGEND


OUTDOOR READING
CHILDREN'S ROOM
REFERENCE
READING ROOM
LEGEND

Cost Estimates

- 100% Schematic Design 7/04
  13% under budget
- 100% Design Development 9/04
  9% under budget
- 50% Construction Documents 11/04
  20% over budget
- 95% Construction Documents 1/05
  29% over budget


FIRST FLOOR PLAN
NOE VALLEY BRANCH LIBRARY
MAY 2005

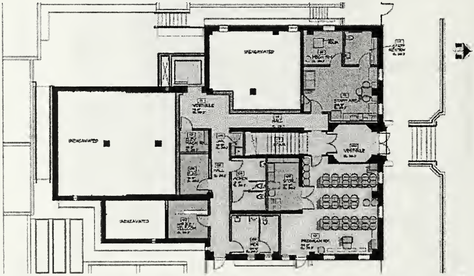

OUTDOOR READING
REFERENCE
CHILDREN'S ROOM
READING ROOM
STAFF AREA
BRANCH
MGR. OFFICE

SECOND FLOOR PLAN

NOE VALLEY BRANCH LIBRARY

MAY 2005

CAREY & CO. INC.

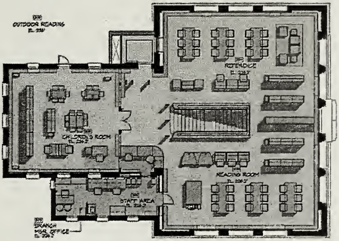

UNEXCAVATED
UNEXCAVATED
UNEXCAVATED
VESTIBULE
HALL
VESTIBULE
STAFF AREA
WOMEN
MEN
PROGRAM RM.

FIRST FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

MAY 2005

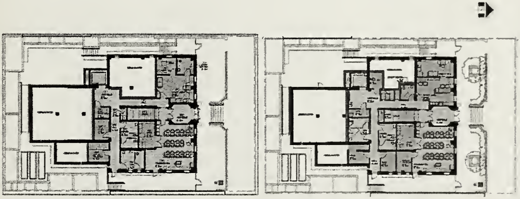
CAREY & CO. INC.


OUTDOOR READING
REFERENCE
CHILDREN'S ROOM
READING ROOM
STAFF AREA
BRANCH MGR. OFFICE

SECOND FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

MAY 2005



FIRST FLOOR PLAN - COMPARISON

NOE VALLEY BRANCH LIBRARY

MAY 2005

Recommendation

- Increase budget
  - Between $490,770 and $672,818
- Revise plans
  - Per Explanatory Document
- Revise schedule
  - Bid mid July (close mid September)

Current Construction Market Analysis

[illegible]

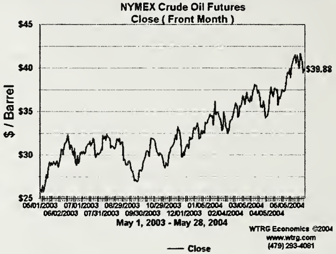
Cumming, LLC

Factors Contributing to the Recent Construction Cost "Spike"

- Weak U.S. Dollar
- Scrap Steel & Coke Shortages
- Sustained High Energy Costs
- Recent U.S. Steel Industry Consolidation
- Increased International Demand for Raw & Processed Materials
- Continued Domestic Demands by Housing & Auto Industries
- Increase in California Construction Activity

Cumming, LLC

Increased Energy Costs



NYMEX Crude Oil Futures
Close (Front Month)

WTRG Economics ©2004
www.wtrg.com
(479) 293-4081

Cost of Oil per Barrel – 64% Increase since May of 2003

Cumming, LLC

China's Impact on World Markets

China Consumes:

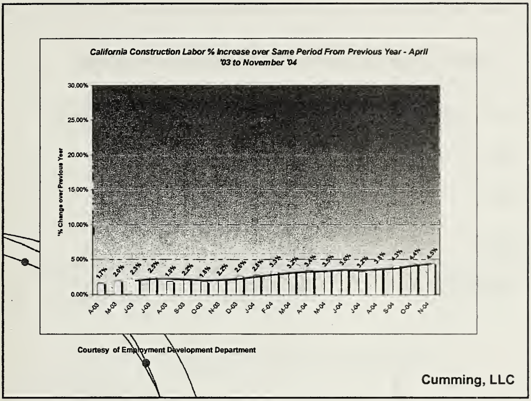
- 50% of the world's cement
- 36% of the world's steel
- 30% of the world's coal

In order to facilitate a 10.5% first quarter increase in GDP

China Has:

- Increased imports of foreign steel by 50%
- Increased imports of oil by 30%

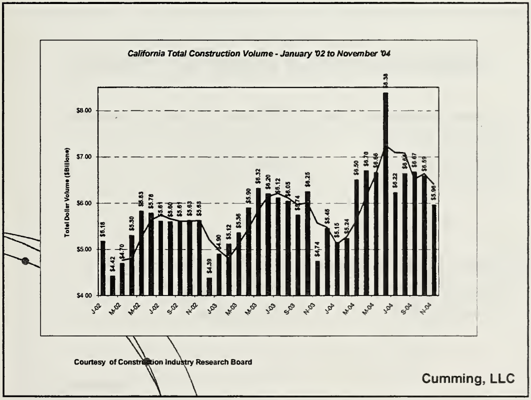
Cumming, LLC



California Construction Labor % Increase over Same Period From Previous Year - April '03 to November '04

Courtesy of Employment Development Department

Cumming, LLC



California Total Construction Volume - January '02 to November '04

Courtesy of Construction Industry Research Board

Cumming, LLC

Labor and Construction Volume Impacts:

Annual % Increase for:	Construction Labor	Project Volume
2001	+6.56%	-2.6%
2002	-0.7%	+1.8%
2003	+2.03%	+7.8%
2004 – 11 Mos	**+4.40%**	**+13.0%**

Cumming, LLC

Impact to Steel Material Prices

National impacts by May 2004, annual cost increases:
Structural Steel: 21.3% increase
Reinforcing Bar: 40.5% increase
Stainless Steel Sheet: 17.4% increase

Source ENR, 24 May 2004

Locally, price increases have been more extreme:
Structural Steel: 40-50% increase
Reinforcing Bar: 50% increase

Cumming, LLC

Current Concerns? Cement…

- Northern CA imports 60% of cement from China, Malaysia and Australia
- US imports 23% of cement from Asia
- China consumes 50% of the world's cement
- Cement Imports from Malaysia have risen from $15/ton to $80/ton locally since March
- Shortages and rationing are already appearing in the Southeast and Midwest

Cumming, LLC

Construction Market Trends

3rd Quarter, 2004

Leland Saylor Associates
A Certified DVBE

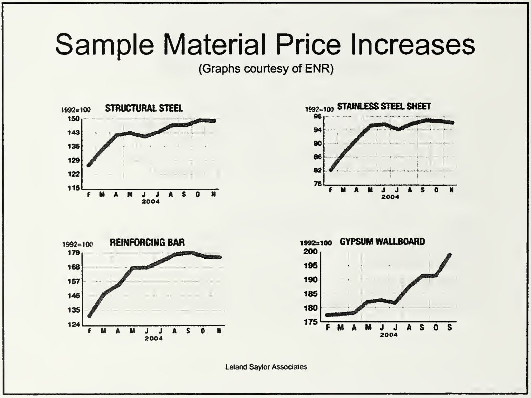
Factors Influencing Construction Cost

- Labor Escalation 3X 2001-2003 Rates
- Strong Global and Domestic Demand for Materials
- Recent Spikes in Energy Prices
- Transportation via Bulk Cargo is at Capacity
- Weak US Dollar
- Increased Public Works Spending
- Continued Low Interest Rates Pump Up Domestic Housing Market
- In California, insufficient contractor and subcontractor plant and bonding capacity to perform available work

Material Escalation Since 2003

- Total Materials up 23% since 2003
  - Structural Steel Shapes, up 25%
  - Rebar, up 45%
  - Lumber Spot Prices, up 95%
  - Gypboard, up 20%
  - Copper Pipe & Tubing, up 20%
  - Crude Oil, up 63%

Leland Saylor Associates

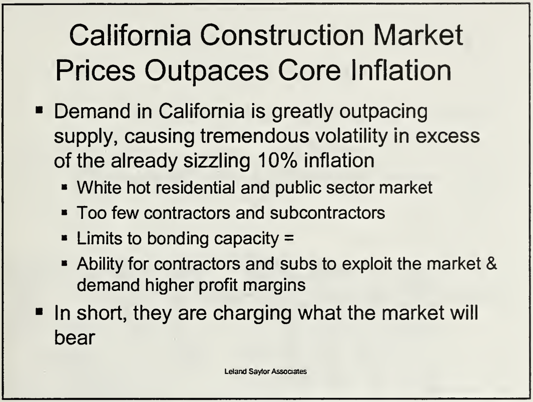


Sample Material Price Increases

(Graphs courtesy of ENR)

Leland Saylor Associates

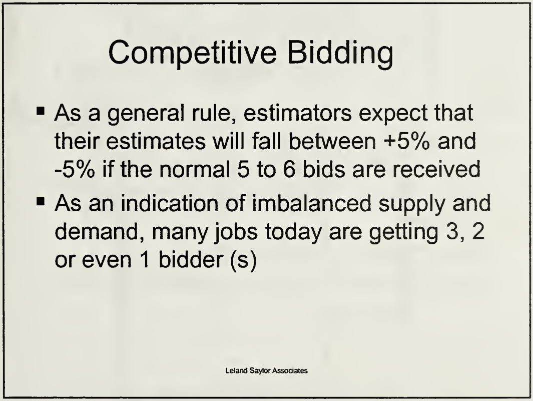
Courtesy of ENR



California Construction Market Prices Outpaces Core Inflation

- Demand in California is greatly outpacing supply, causing tremendous volatility in excess of the already sizzling 10% inflation
    - White hot residential and public sector market
    - Too few contractors and subcontractors
    - Limits to bonding capacity =
    - Ability for contractors and subs to exploit the market & demand higher profit margins
- In short, they are charging what the market will bear

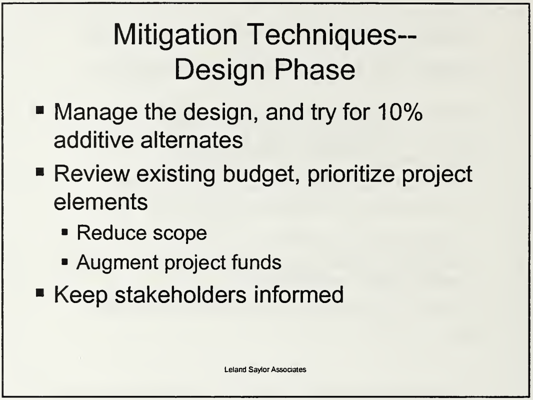
Leland Saylor Associates



Competitive Bidding

- As a general rule, estimators expect that their estimates will fall between +5% and -5% if the normal 5 to 6 bids are received
- As an indication of imbalanced supply and demand, many jobs today are getting 3, 2 or even 1 bidder (s)

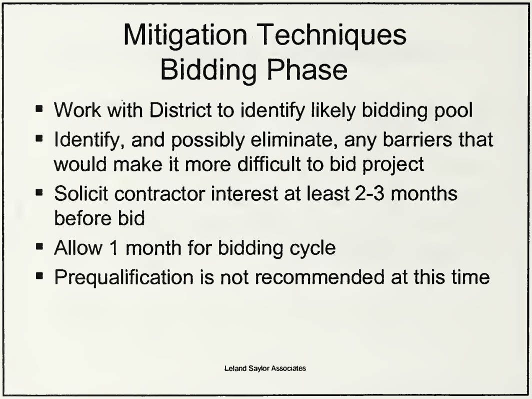
Leland Saylor Associates



Mitigation Techniques-- Design Phase

- Manage the design, and try for 10% additive alternates
- Review existing budget, prioritize project elements
  - Reduce scope
  - Augment project funds
- Keep stakeholders informed

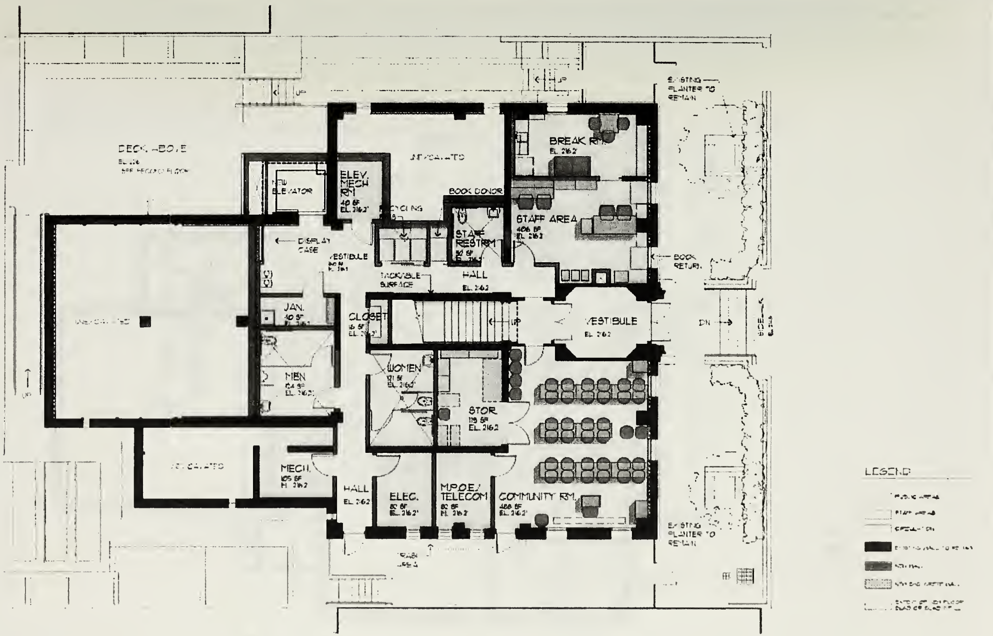
Leland Saylor Associates



Mitigation Techniques Bidding Phase

- Work with District to identify likely bidding pool
- Identify, and possibly eliminate, any barriers that would make it more difficult to bid project
- Solicit contractor interest at least 2-3 months before bid
- Allow 1 month for bidding cycle
- Prequalification is not recommended at this time

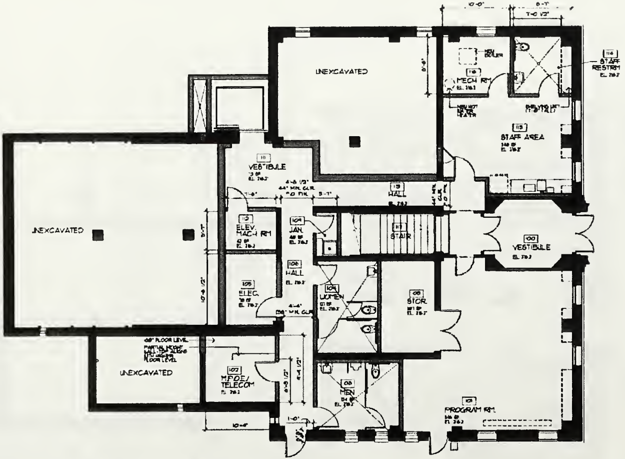
Leland Saylor Associates


DECK ABOVE
UNEXCAVATED
NEW ELEVATOR
ELEV. MECH RM
40 SF
EL. 216.2'
BOOK DONOR
RECYCLING
STAFF RESTRM
BREAK RM.
EL. 216.2
STAFF AREA
406 SF
EL. 216.2
BOOK RETURN
EXISTING PLANTER TO REMAIN
DISPLAY CASE
VESTIBULE
TACKABLE SURFACE
HALL
EL. 216.2
VESTIBULE
EL. 216.2
UP
DN
SIDEWALK
JAN.
40 SF
CLOSET
MEN
64 SF
EL. 216.2'
WOMEN
EL. 216.0'
STOR.
119 SF
EL. 216.2
MECH.
105 SF
EL. 216.2
HALL
EL. 216.2
ELEC.
80 SF
EL. 216.2'
MPOE/ TELECOM
80 SF
EL. 216.2
COMMUNITY RM.
488 SF
EL. 216.2'
TRASH AREA
EXISTING PLANTER TO REMAIN
LEGEND

FIRST FLOOR PLAN $1,112,445 - $1,324,162 OVER BUDGET

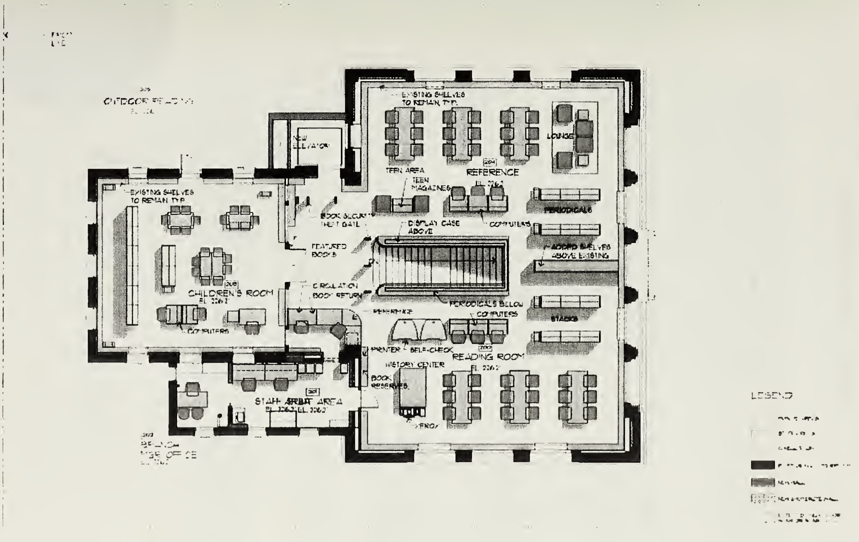
NOE VALLEY BRANCH LIBRARY

MAY 2004


10'-0"
8'-7"
7'-0 1/2"
UNEXCAVATED
MECH RM
STAFF RESTRM
114
STAFF AREA
115
VESTIBULE
HALL
ELEV. MACH RM
JAN.
STAIR
100
VESTIBULE
HALL
ELEC.
WOMEN
STOR.
UNEXCAVATED
MPOE/ TELECOM
MEN
PROGRAM RM.
UNEXCAVATED
10'-4"
1'-0"
4'-4"

FIRST FLOOR - ALTERNATE A $490,770 - $672,818 OVER BUDGET SCALE: 1/8" = 1'-0

NOE VALLEY BRANCH LIBRARY MARCH 2005


OUTDOOR READING
EXISTING SHELVES TO REMAIN TYP.
NEW ELEVATOR
TEEN AREA
REFERENCE
LOUNGE
TEEN MAGAZINES
COMPUTERS
PERIODICALS
ADDED SHELVES ABOVE EXISTING
BOOK SECURITY THEFT GATE
DISPLAY CASE ABOVE
FEATURED BOOKS
CHILDREN'S ROOM
EL. 226.2'
CIRCULATION BOOK RETURN
REFERENCE
PERIODICALS BELOW
COMPUTERS
STACKS
PRINTER
SELF-CHECK
READING ROOM
HISTORY CENTER
BOOK RESERVES
XEROX
STAFF AREA
BRANCH MGR. OFFICE
LEGEND

SECOND FLOOR PLAN $1,112,445 - $1,324,162 OVER BUDGET

NOE VALLEY BRANCH LIBRARY

San Francisco Public Library

Whereas, the San Francisco Public Library Commission is pleased to RECOGNIZE, HONOR, and COMMEND CAROL STEIMAN for the many significant contributions that she has made as a Commissioner and Vice President of the Public Library Commission for the betterment of San Francisco's public library system throughout her nine years of service as a member of the Public Library Commission; and

Whereas, CAROL STEIMAN joined the Public Library Commission in 1996 and served with honor and distinction through the opening of the Main Library, the commissioning of a post occupancy evaluation, the renovation of the historic Chinatown and Mission Libraries, and the construction of a new Ocean View Branch Library, and was instrumental in bringing sound financial management to the institution; and

Whereas, CAROL STEIMAN was active in the effort to preserve neighborhood libraries during the 1980s, was a highly effective civic and neighborhood leader in support of the adoption of Proposition E, the Library Preservation Fund (1994), and for Proposition A, the Branch Library Improvement Bond (2000); and

Whereas, the invaluable contributions of CAROL STEIMAN, a highly respected civic and neighborhood leader in the Glen Park neighborhood have significantly enhanced the prosperity, cultural, economic, political, and social enrichment of our city and well being of the people of San Francisco, the Bay Area, and indeed all California; and

Whereas, the San Francisco Public Library Commission will SALUTE CAROL STEIMAN, as an outstanding exemplar of the high ideals of professional achievement, personal character, and community leadership at its regular meeting on May 5, 2005; Now,

Therefore, Be It Resolved that the SAN FRANCISCO PUBLIC LIBRARY COMMISSION, in RECOGNITION and HONOR of her outstanding exemplary leadership and dedicated hard work as a member of the Commission, does hereby RECOGNIZE, HONOR, COMMEND and THANK

Carol Steiman

Charles A. Higueras, A.I.A.
President
San Francisco Public Library Commission

SFPL Human Resources Office

PERSONNEL OFFICE NOTES 2005-#03

April 25, 2005

STAFF RECOGNITION

Listed below are this year's individual and team recipients of the San Francisco Public Library's 13th Annual Staff Recognition Awards. Special mention is also given to all the other nominees. All employees are cordially invited to join the Committee in congratulating the awardees at a breakfast celebration on Friday, April 29, 2005, from 10:00- 11:30 a.m., in the Atrium of the Main Library, after the All Staff Meeting.

INDIVIDUAL AWARD RECIPIENTS 2004-2005

Patricia Akre	San Francisco History Room
Elizabeth Cole	Excelsior/Portola/Mission Branches
Fontaine Davis	Custodial Department
Ann Dorman	Parkside Branch
Christiana Duranczyk	4th Floor Materials Management
Terry Gwiazdowski	Excelsior/West Portal/Ingleside Branches
Yuk Lan Lee	West Portal/Parkside/Branch Bookmobile
Ruth Maginnis	Richmond Branch
Amelia Martin	Potrero Branch
Gene Moore	Periodicals Processing
Donna Persechino	Government Information Center

TEAM AWARD RECIPIENTS 2004-2005

Branch Bookmobile/Excelsior Branch Staff Team

Glen Park Branch Team

INDIVIDUAL NOMINEES 2004-2005

Aurora Alvarez
Kathleen Au *(Recipient 1999-2000)*
Janet Binalinbing *(Team Recipient 1999-2000)*
Marites Buenaluz
Linda Brooks-Burton

Robert Carlson
Rosalind Chang *(Recipient 1991-1992)*
Shirley Chang
James Cook
James Coppfer

Felicia Dewhart
Winnie Duong *(Recipient 1998-1999)*
Karen Ennis
Margarita Gamino *(Recipient 1996-1997)*
Betty Gibson

Regan Gong
Linda Greenfield
John Guarino
Doriene Hill *(Recipient 1993-1994)*
Ackerman Jones

Carla Kozak
Evie Krebs
Aileen Kuo
Anne Lane
Laura Lent

Gilbert Lopez
Catherine Low
Precy Manalo
Chito Manongdo

David Marconi
Adam Markosian
Ofelia Moran *(Recipient 1999-2000)*
Gerard Neves
Annie Nguy

Cathy Nyhan
Thu Hang Phan
Vivian Pisano
Nina Pogosyan *(Recipient 2001-2002)*
Melissa Riley

Martha Rios
Avelina Ronquillo *(Recipient 1991-1992)*
Dominic Scappaticci
Tasha Schumann
Frank Serchia

Vicki Susoev *(Recipient 1992-1993)*
Suzanne Ting
Timothy Troy
Frank Vaughn
Teozin Velazquez-Villegas

Lee Wallace
Chieko Wealand
Marc Webb
Sherry Wang

Ping Xu *(Team Recipient 1992-1993)*
Johanna Zea
Christina Zhou

TEAM NOMINEES 2004-2005

Computer Deparment

Engineer Department

Finance Staff *(Senior Accountant Team Recipient 1999-2000)*
(Janet Binalinbing, Maricar Fontanilla, Deo Laudencia and Chito Manongdo)

Security Department

Sunset Staff
(Dante Macaraeg, Joan Mirabile, Lupita Yee and Johnson Yue)

Glen Park Branch Team Recipient (Aurora Alvarez, Marites Buenaluz, Sharon Dezurick, Precy Manalo, Christina Zhou)

Branch Bookmobile Staff/Excelsior Branch Staff Team Recipient (Elizabeth Cole, Terry Gwiazdowski, Irene Lee, Ofelia Moran, Vicki Susoev, Teozin Velazquez-Villegas, Mark Webb)

****

Finance Staff Team Nominee (Janet Binalinbing, Deo Laudencia, Chito Manongdo, Maricar Fontanilla)

Computer Staff Team Nominee (David Ao, Thomas Chu, Corinna Chuey, Beatrice Hernandez-Oliva, Mike Hoffman, John Kenny, Richard Klein, Wyman Kwong, Steven Lew, Kay Matsunaga, James Ngo, Vivian Pisano, Chris Siu, Gary Wong)

Sunset Branch Team Nominee (Lupita Yee, Johnson Yue, Joan Mirabile, Dante Macaraeg)

Engineer Department Team Nominee (Dan Anderson, Bill Bizjak, Robert Blanchard, Timothy Byrne, Marco Crivello, Robert Hutson, Joseph Jazuk, Wallace Lee, John Shea, Jim Struble, Lou Vallerga)

Security Staff Team Nominee (Charles Alexander, Roderic Aquino, Louis Bell, Gloria Cowart, Rudy Delos Reyes, Alesia Johnson, Max Miranda, Leslie Piscoso, Tiffany Sawyer, Frank Serchia, Joseph Shield, Alda Spraggins, Johnal Stiger, Carl Young)

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT
JUN 17 2005
SAN FRANCISCO
PUBLIC LIBRARY

f
76
2
5/5/05
pproved

Gavin Newsom
Mayor

harles A. Higueras, A.I.A.
resident

Helen Marte Bautista
Lonnie K. Chin
Steven A. Coulter
ewelle Gomez
Larry Kane
Deborah Strobin
Commissioners

uis Herrera
Librarian

Michael Housh
Commission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, May 5, 2005.
(as approved June 16, 2005)

The San Francisco Public Library Commission held a regular meeting on Thursday, May 5, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Coulter at 4:08pm.

The following members were present: Commissioners Bautista, Coulter, Gomez, and Kane. President Higueras and Commissioner Chin's arrival was expected. Commissioner Strobin was excused attendance.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public called hateful President Higueras's comments at the last meeting identifying the speaker and criticizing this person's statements expressing hostility to the Friends of the Library as improper. The anonymous speaker recounted ways that they felt they had been subjected to mistreatment by the Library including threats of assassination. This person commented on the mechanisms of hate, suggesting that the many ways that it was expressed were often not revealed, and that that this person declined to internalize mistreatment to which they had been subjected.

Ms. Talen Lee, a Chinatown and Main Library teen library user, requested that the Main Library Teen Center be enlarged, have more internet access, provide a dedicated gathering place for teen users to socialize and dance, and that more materials of interest to teen users be added to the Library's collections.

Mr. Peter Warfield commented that he was practically dizzy with all of the new arrivals on the Commission and Library staff and welcomed the newcomers. Mr. Warfield suggested that there was a greater problem with incivility on the part of the Library Commission rather than from members of the public. Mr. Warfield suggested that members of the public had interesting and valuable insights, as well as a wealth of history, memory, and knowledge about the Library, and that their participation should be welcomed.

Ms. Rea Campbell, a longtime library user and newly elected Chair of the Board of the Friends of the Library, thanked the Commissioners for their support for the work of the Friends and reported to the Commission that the Annual Library Laureates Dinner had been a great success, raising over $225,000 to support the Library. Ms. Campbell thanked the Commissioners for their hard work on behalf of our libraries.

Commissioner Coulter acknowledged the important support provided to the Library by the Friends of the San Francisco Public Library noting that the Commission did not see them as a hate group as suggested by a member of the public. Commissioner Coulter requested that the Commission Secretary connect the young people who came again to the Commission with their concerns with appropriate Library staff to find ways to enable the Library to better serve their needs.

Ms. Melissa Riley, Librarian's Guild, clarified that the young people making public comment were requesting increased services at the Main Library's Teen Center rather than at the Chinatown Library.

AGENDA ITEM #2 APPROVAL OF THE April 7, 2005 COMMISSION MEETING MINUTES

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF APRIL 7, 2005

An anonymous member of the public found these minutes particularly eviscerated of meaning, calling attention to a page 2 and page 3 discussions by President Higueras concerning the challenges in gaining acceptance for contemporary architectural design in San Francisco this person found inaccurately reported. This person commented that their page 3 public comment in response was concerned with the term vested interests rather than use of the term stakeholder. This speaker also noted that comments offered by Sue Cauthen on the Library CAC were also not accurately reported.

Mr. Peter Warfield suggested many improvements were needed in these minutes as the minutes served as the record of meetings and that they should be taken seriously. Mr. Warfield noted he had provided additional information about editor of the Unabashed Librarian, (a library world newsletter), when referring to a recent article about the San Francisco Public Library that was not noted. Mr. Warfield recalled that he had referred to the article's calling attention to important Shilts, Epstein, and Adair archival collections received by the Library thirteen years ago that the article said were not yet accessible rather than stating so himself. Mr. Warfield noted that his expression of thanks to the Deputy City Librarian for his important report on the new Seattle Library had also not been noted.

Commission discussion of AGENDA ITEM #2 APPROVAL OF THE MINUTES OF APRIL 7, 2005

Commissioner Coulter suggested that report of Mr. Warfield's expression of thanks for Mr. Underwood's report on the new Seattle Main Library be included. The Commissioner additionally requested that his remarks in response to the anonymous member of the public's negative comments about the Friends of the Library be expanded to include his comment that if the anonymous speaker were successful in thwarting contributions to the Friends of the Library, library users at the newly reopened branches might send thanks to the anonymous speaker when finding themselves sitting on the floor for lack of the resources provided by the Friends.

MOTION: by Commissioner Bautista, 2nd by Commissioner Gomez for approval of the Minute of April 7, 2005 meeting as amended per Commissioner Coulter.

ACTION: 4-0 AYE (Bautista, Coulter, Gomez, and Kane)

President Higueras joined the meeting at 4:24pm.

AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY REPORT

City Librarian Luis Herrera presented an overview of where things stood with the proposed renovation and seismic safety improvement for the Noe Valley-Sally Brunn Memorial Branch Library and developments since construction bid estimates had been reviewed. The City Librarian reported that construction costs continued to rise above any levels anticipated when the Bond Program was conceived.

Branch Library Improvement Program (BLIP) Manager Marilyn Thompson then discussed in great detail the process that had been followed in planning for and gathering community input into the proposed $4.8 million renovation of the historic Noe Valley Library. Ms. Thompson outlined the seismic safety and ADA accessibility improvements that were necessary and how the Architects, Carey & Company, had made changes in the design that preserved the features requested by the community but lowered costs. Ms. Nancy Goldenberg, Carey & Company, then presented the original and revised plans (copy attached) based on the results of January 2005 cost estimates to find expensive items and develop ways to address them while maintaining the goals of the project. Ms. Thompson then discussed the range of cost implications of the revised design suggesting that additional funds would be necessary if the project was to go out to bid in mid-July with planned closure in September. City Librarian Luis Herrera concluded the report with a recommendation that the Commission increase the project budget to the top range of the construction estimates and accept the revised project plan as outlined by Ms. Goldenberger and schedule as presented.

Public comment on AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY

Supervisor Bevan Dufty (District 8) welcomed the new Library Commissioners and observed that the neighborhood was now very engaged in this renovation project and pledged to continue work closely with Library staff to do everything possible to encourage construction firms as competitive bidders for this project. Supervisor Dufty noted that it was important that everyone work together to insure that this beautiful building was made even more beautiful and continued to serve the neighborhood. Supervisor Dufty requested that the Commission move forward with this project.

Ms. Debra Neimann, Friends of Noe Valley, thanked Ms. Thompson for her candor concerning the situation facing this project, noted that she was surprised to learn when calling about a holding "Harry Potter" related sleep-over event that the project was over budget. Ms. Neimann noted that the neighborhood had been waiting 17 years to get their library renovated. Ms. Neimann called attention to the high level of active engagement and strong financial support for community institutions in Noe Valley and committed to continue follow the process to its conclusion. Ms. Neimann thanked City Librarian Herrera and Supervisor Dufty for their efforts to get the project underway. Ms. Neiman urged approval of the higher end of the construction estimates.

An anonymous member of the public noted a lack for availability of explanatory documents prior to the meeting and cited an April "Noe Valley Voice" article concerning the proposed renovation. This person then recounted their understanding of the history of previous efforts to renovate this Branch Library and neighborhood concerns about it given reported suggestions by the Department of Public Works to demolish the historic structure. This person noted that providing wheelchair access to the branch given its location was a major challenge.

Ms. Carol Yenne, President, Noe Valley Merchants Association and a longtime community resident, recalled 30 years of efforts by the neighborhood to get their branch library renovated, noted the many delays, and urged the Commission to approve going forward now and get the facility renovated.

Ms. Kim Drew, Co-Chair, Capital Campaign for the renovation of the Noe Valley Branch Library, observed that the community had worked hard to raise the additional funds needed to equip the renovated branch library. Ms. Drew urged that the Commission approve the revised plan at the upper end of the cost estimate range and go forward with the renovation as requested by the community.

Ms. Joan Jackson, Noe Valley-Sally Brunn Memorial Branch Library representative Council for Neighborhood Libraries, (CNL), concurred with Supervisor Dufty's comments and noted that the neighborhood had felt blindsided by a lack of communication concerning changes as they were occurring and that the Library needed to do a better job fostering communication. Ms. Jackson commended the Noe Valley Branch staff for their hard work.

Commissioner Chin Joined the meeting at 4:57pm.

Commission discussion of AGENDA ITEM #3 NOE VALLEY BRANCH LIBRARY

Commissioner Helen Marte Bautista observed that this problem had faced the Commission before and that it was necessary to go forward with the planned renovation. Commission Bautista noted that waiting would only result in greater costs later. Commissioner Bautista noted that the project architects were talented and that the proposed design revision would give the neighborhood the branch library that it wanted.

Commissioner Kane, a Noe Valley resident and regular branch user, agreed and suggested that it was important that the project get going as soon as possible.

Commissioner Gomez inquired about and was informed regarding how the redesign addressed the ADA (Americans with Disabilities Act) accessibility requirements to provide full access to the entire building including rest rooms, the main floor and the deck area.

Commissioner Coulter agreed that the project architects had done a good job in revising the proposed design that preserved what was wanted by the community. Commissioner Coulter agreed that maintaining communication with the community was essential and liked the idea of a "Harry Potter" related sleep over event at the Branch.

Commissioner Chin wondered if the Library would be able to afford to continue to make similar cost related decisions on the remaining projects.

President Higueras noted that the BLIP program was not exempt from future construction costs spikes and that the Library Commission would have to carefully evaluate each project and if necessary recalibrate program to re-focus on exactly what was outlined in the original bond proposal in order to complete the entire Bond Program as promised in Prop. A (Branch Library Improvement Bond 2000). President Higueras noted that the Library's bond management had been lauded for careful stewardship of its resources and that he remained confident that the Bond Program would remain true to its commitments to every branch in the system.

MOTION: by Commissioner Coulter, 2nd by Commissioner Bautista to approve addition of $672,000 to the project budget, revising as proposed, the Noe Valley–Sally Brunn Memorial Branch Library Project schedule and scope and accept the revised building plan.

ACTION 6-0 AYE (Bautista, Chin, Coulter, Gomez, Higueras, and Kane)

AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera presented reports on the City Librarian transition; Legislative Day activities in Sacramento, Library Technology & Privacy Advisory Committee related activities; and exhibitions and programs.

Public comment on AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

An anonymous member of the public commented that the new City Librarian and new Library Commissioner had not been formally introduced. This person noted attending the meeting of the Library Technology & Privacy Advisory Committee finding the discussions most interesting. This person commented that Commissioner Coulter had attempted to set a positive tone at the beginning of the meeting and observed that technology does not have a value in and of itself and that the social costs of technology must be considered, pointing out that even good technologies can do harm. This speaker suggested that times had changed since the days when the Library thought that visionaries could shove technologies down the throat of the community.

Ms. Sue Cauthen, Vice Chair, Board of Supervisors Library Citizens' Advisory Committee, commented on the activities of the Advisory Committee. Ms. Cauthen commended City Librarian Luis Herrera's decision to take public comment at meetings of the Library Technology & Privacy Advisory Committee, suggesting that much could be learned from public comment.

Ms. Melissa Riley, Librarian's Guild, noted her participation on the Library Technology & Privacy Advisory Committee and commented that its scope was wider that just health and privacy issues related to RFID.

Mr. Peter Warfield commented he was glad to learn about the proposed reading project "One City, One Book", and noted that he had urged that the Library do more to feature materials in its collections, suggesting that there could even be branch tie-ins to such programs. Mr. Warfield applauded the decision to take public comment at the meetings of the Library Technology & Privacy Committee but expressed disappointment that it was constituted as a passive meeting body, would produce no report, that no outspoken opponent of RFID was chosen to serve on the committee. Mr. Warfield reiterated his opposition to RFID and noted there had not been discussion of RFID's down side.

Commission discussion of AGENDA ITEM #4 CITY LIBRARIAN'S REPORT

Commissioner Coulter discussed his experiences as a member of the Library Technology and Privacy Advisory Committee noting that its members had not taken a position on RFID. Commissioner Coulter noted that Ann Brick of the ACLU and Lee Tien of EFF, critics of RFID, had been invited to participate and that public was invited in as well. Commissioner Coulter reported that he expected the Committee to take a greater role in considering the issues before it. Commissioner Coulter commented that involvement of a privacy expert would make it better and observed that it had had a good first meeting.

Commissioner Bautista read the list, thanking those named for their outstanding public service, and requested that that the names of those Library staff who had been nominated and recognized during the 2005 Staff Recognition Program be attached to the Minutes (Copy attached).

President Higueras and Commissioner Kane reported that they had attended the 2005 Staff Recognition Program and lauded it as a special moment of family for the Library.

Commissioner Chin noted that when a book is available its author will attend.

Commissioner Bautista thanked the Friends for making the Annual Library Laureates Dinner possible; reporting that it had been a great, well produced event, with great food.

AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

President Higueras read the proposed resolution calling attention to and honoring the contributions made by former Commission Vice President Carol Steiman during her years of dedicated and exemplary public service as a member of the San Francisco Public Library Commission. (Copy attached).

Public comment on AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

An anonymous member of the public expressed thanks for former Commissioner Steiman for her service.

Ms. Deborah Doyle, Friends of the Library, cited former Commissioner Steiman as a mentor whose service on both the Board of the Friends and the Commission was characterized by bringing needed focus to both the needs of the branches as well as the Main Library. Ms. Doyle recalled Commissioner Steiman's leadership and service on the Council for Neighborhood Libraries (CNL) and recalled her taking Library Sciences classes to better understand the issues. Ms. Doyle recalled Commissioner Steiman's commitment to quietly research issues and to always check in with those impacted. Ms. Doyle noted she will be missed.

Mr. Peter Warfield commended Commissioner Steiman for fairness and listening despite disagreements; he appreciated her willingness to state her opinions and go to the Board of Supervisors to support her views. Mr. Warfield noted that she was deserving of commendation.

Commission discussion of AGENDA ITEM #5 RESOLUTION HONORING COMMISSIONER STEIMAN

President Higueras noted that former Vice President Steiman had been an effective partner in leadership of the Commission and that she personified the ideal of a "Citizen Commissioner. President Higueras also acknowledged the commitment and sacrifice of Commissioner Steiman's husband, Harvey Steiman, who devotedly supported her work.

Commissioner Coulter saluted former Commissioner Steiman's passionate commitment to our libraries and noted that it had been a privilege to serve with her. Commissioner Coulter noted that her feisty spirit had much in common with the late Ms. Stong, whose tradition former Commissioner Steiman had followed.

Commissioner Chin honored former Commissioner Steiman's impressive knowledge of our libraries and her example of true sensitivity. Commission Chin said she would miss Commissioner Steiman's passion and her standing up for the needs of all of the public.

Commissioner Bautista fondly recalled a day spent with Commissioner Steiman walking in Glen Park during the process for selecting a site for its new branch Library. Commissioner Bautista thanked former Commissioner Steiman for sharing her expertise and knowledge, noting that they had been on the same page on many issues.

Commissioner Gomez thanked former Commissioner Steiman for welcoming her to the Commission and providing a great example to follow.

Commissioner Kane saluted former Commissioner Steiman's service and noted that he wanted to learn from her example.

MOTION: by Commissioner Coulter, 2nd Commissioner Bautista, for approval of the proposed resolution honoring Commissioner Carol Steiman.

Approved by the following vote:

ACTION: 6-0 AYE (Bautista, Chin, Coulter, Higueras, Gomez, and Kane)

Former Commissioner Steiman rose to express her thanks and appreciation for what was an unexpected honor and called to mind her decades of support for her neighborhood branch library. Commissioner Steiman fondly remembered the example provided by the late civic and library activist and leader Mary Louise Stong in bringing her into greater roles in support of the public library. Commissioner Steiman thanked and lauded her former colleagues on the Library Commission as a caring and diverse group dedicated to public service. Commissioner also thanks the Commission Secretary, Deputy City Librarian Paul Underwood for their assistance to her during her years on the Commission and welcomed City Librarian Herrera to the great opportunities and challenges of leading the library system. The former Commission Vice President promised to stay around and remain active and involved in supporting San Francisco's libraries. The Commission paused briefly to take commemorative photographs.

AGENDA ITEM #6 NOMINATION OF COMMISSION OFFICERS FOR 2005

Commissioner Chin, 2nd by Commissioner Gomez nominated President Higueras to continue in office during 2005 and Commissioner Gomez, 2nd by Commissioner Chin nominated Commissioner Coulter to serve as Vice President. No other nominations for Commission officers for 2005 were made. The Commission Secretary noted that additional nominations could be offered at the next meeting prior to the election of the 2005 officers.

Public comment on AGENDA ITEM #6 NOMINATION OF COMMISSION OFFICERS FOR 2005

None offered.

AGENDA ITEM #7 FRIENDS OF THE LIBRARY REPORT

Ms. Donna Bero, Executive Director of the Friends of the San Francisco Public Library noted the observance of "Cinco de Mayo" and expressed the Friends of the Library's warm welcome to the new City Librarian.

Ms. Bero then provided an update report on the April 20th California Library Association (CLA) sponsored Annual Library Lobbying Day activities in Sacramento noting that San Francisco's delegation was the largest participating and its activities were widely noted. Ms. Bero reported on discussions with Assemblyman Leland Yee and with staff members representing Assemblyman Leno and State Senators Jackie Spier and Carole Migden. The Friends' Executive Director noted that the trip provided opportunities to call attention to the new State Library Construction Bond proposal SB 1161 and for support for state library funding. Additionally, Ms. Bero noted the visit to Sacramento provided opportunities to network with regional partners in Marin and San Mateo Counties to work together in support of California's libraries. Ms. Bero highlighted the happy coincidence that allowed the delegation to witness the confirmation of former City Librarian Susan Hildreth to be State Librarian of California.

Ms. Bero next provided an overview of the ongoing Friends' Capital Campaign in support of the branch libraries. The Friends Executive Director then discussed the Friends' support for the Library's "One City, One Book" Program recently announced by the Mayor. Library Chief of Public Affairs Marcia Schneider provided additional details and discussed plans for the "One City, One Book" Program focused on San Francisco Author Gus Lee's well regarded coming of age novel China Boy.

Public comment on AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

None offered

Commission discussion of AGENDA ITEM #5 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista lauded the great work done by the Friends in support of the Library noting that their efforts had made participation in the Annual Library lobbying Day in Sacramento successful. President Higueras noted that the Library benefited from having relationship with such strong legislative advocates as Assemblyman Mark Leno. Commissioner Chin expressed the hope that next year's Legislative Day activities would be scheduled on another day so that she would be able to participate as she had wished to this year.

AGENDA ITEM #6 LABOR UNION REPORT

Melissa Riley, Librarian's Guild, thanked Commissioner Bautista for entering comments into the record and welcomed Commissioner Kane expressing her appreciation that he had attended the Annual Staff Recognition Program. Ms. Riley also the Unions were happy to meet with City Librarian Luis Herrera noting that the Library unions welcomed him as one who listens to staff and were happy that Mr. Herrera encouraged library staff to bring concerns and recommendations to him directly.

AGENDA ITEM #7 NEW BUSINESS

Newly appointed Public Library Commissioner Larry Kane introduced himself and discussed his background as a life long library user, new Father, Attorney, and wrestling Coach at Galileo High School and expressed his happiness to be able to serve. Commissioner Kane recalled his happiness at participating in the Annual staff Recognition Program as his first activity as a member of the Commission.

Commissioner Bautista requested calendaring of an item on the need for Teen Services at the Library, although questioned the possibility for dancing. President Higueras noted that the item should focus its scope both the local and global needs for Teen Services.

Commissioner Chin requested calendaring of a discussion developing a fair policy and find ways of insuring equity during the branch Library Improvement Program for each of San Francisco's diverse communities, not just more activists ones.

Public comment on AGENDA ITEM #7 NEW BUSINESS

An anonymous member of the Public confessed that their middle name Lawrence was also shortened as a child to Larry but suggested that the new Commissioner might be known as Coach given his involvement with a fascinating ancient sport of wrestling. This person noted concerning Teen Service that what was being discussed were library services and that it was important to introduce them to reading. This person then discussed to ongoing dynamic involved in the branch renovations at Noe Valley, as with the Taravel Branch, noting that it was important to note this message means that that the costs continue to add up.

Mr. Peter Warfield agreed with everything suggested and expressed appreciation for Commissioner Kane's introduction of himself. Mr. Warfield commented that he hoped that the new City librarian and new Commissioners would offer a blast of fresh air and result in more books and open hours a priority for citizens when they adopted Prop. E in 1994. Mr. Warfield noted that important issues had been identified and expressed his wish that they would come to the agendas soon.

Commissioner Bautista left the meeting at 7:51pm.

AGENDA ITEM #8 ADJOURNMENT

Commissioner Coulter lauded the outstanding service that Deputy City Librarian Paul Underwood had provided while serving as Acting City Librarian. These remarks were seconded by President Higueras, who acknowledged the dedication skill, and leadership Mr. Underwood had shown while serving as Acting City Librarian. The Deputy City Librarian expressed his appreciation for the Commissioner's kind remarks.

MOTION: by Commissioner Chin, 2nd Commissioner Kane that the meeting be adjourned in thanks and honor of Paul Underwood's exemplary service as Acting City Librarian.

Approved by the following vote:
5-0 AYE (Chin, Coulter, Higueras, Gomez, and Kane)

There being no further business, the meeting was adjourned at 7:57 pm.

Michael Housh, Commission Secretary 5/19/05

Please note: These are draft minutes subject to revision by the public library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

ATTACHMENTS to the May 5, 2005 Minutes:

Noe Valley Branch Library renovation Floor Plans
5/2/05 slide presentation on the Noe Valley Branch Library renovation
Resolution Honoring Commissioner Carol Steiman
2005 Library Staff Recognition Program Nominees & Honorees

Appendix A

Library Commission meeting of May 5, 2005

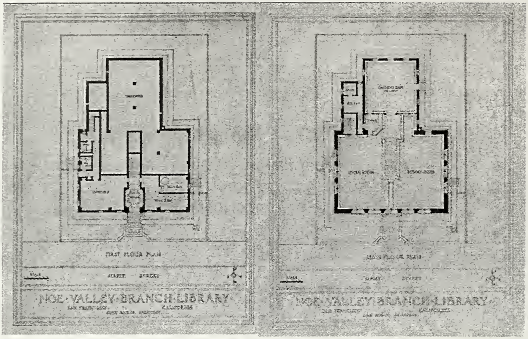
The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16..

These summary statements are provided by the speaker. Their contents are neither generated by nor subject to approval or verification of accuracy, by the San Francisco Public Library Commission.

The number of members of the public who spoke anonymously at this meeting. 1

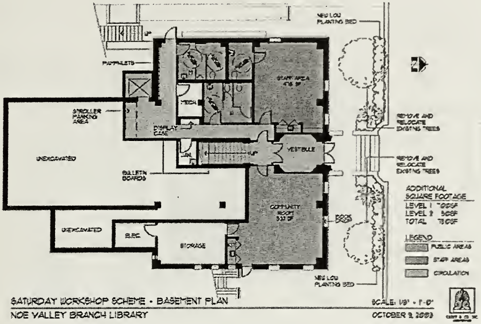
Noe Valley Branch Library

Presentation of, discussion of, and possible action to confirm current scope and schedule for Noe Valley Branch Library's renovation and to increase the budget for the project.


FIRST FLOOR PLAN
NOE·VALLEY·BRANCH·LIBRARY
NOE·VALLEY·BRANCH·LIBRARY

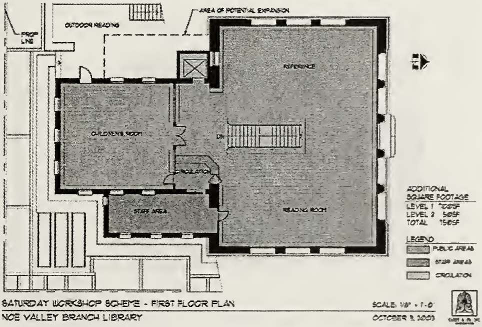
Project Budget

- Original Budget 10/2001
  - $4.410 million
- Approved Budget 01/2002
  - $4.189 million
- Quarterly Report First Quarter 2002
  - $2.933 million construction costs


NEW LOW PLANTING BED
PAMPHLETS
UP
STAFF AREA
TECH
STROLLER PARKING AREA
DISPLAY CASE
UNEXCAVATED
BULLETIN BOARDS
JAN.
UP
VESTIBULE
REMOVE AND RELOCATE EXISTING TREES
REMOVE AND RELOCATE EXISTING TREES
COMMUNITY ROOM
UNEXCAVATED
ELEC.
STORAGE
BOOK DROP
NEW LOW PLANTING BED
ADDITIONAL SQUARE FOOTAGE
LEVEL 1 1000SF
LEVEL 2 500SF
TOTAL 1500SF
LEGEND
PUBLIC AREAS
STAFF AREAS
CIRCULATION

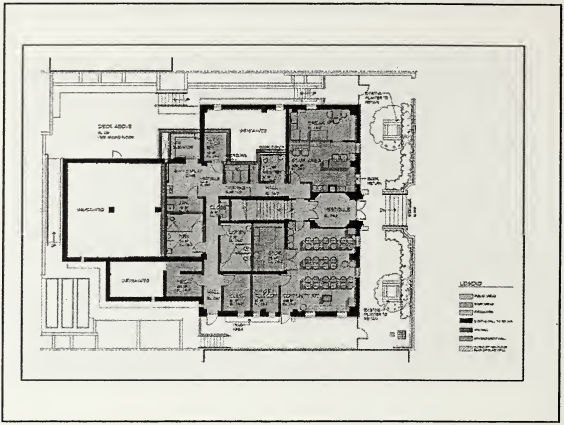
SATURDAY WORKSHOP SCHEME - BASEMENT PLAN
NOE VALLEY BRANCH LIBRARY

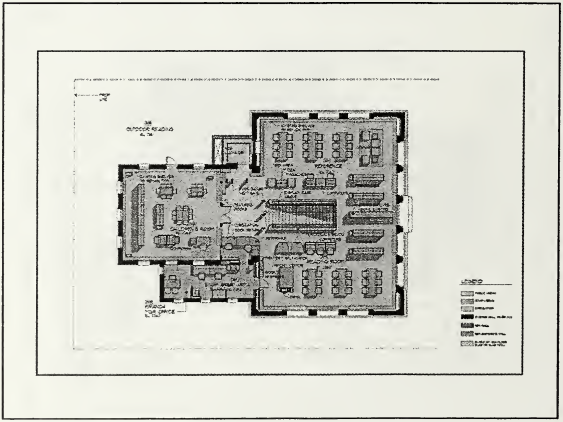
SCALE: 1/8" = 1'-0"
OCTOBER 9, 2003


AREA OF POTENTIAL EXPANSION
OUTDOOR READING
PROP LINE
REFERENCE
CHILDREN'S ROOM
DN
CIRCULATION
STAFF AREA
READING ROOM
ADDITIONAL SQUARE FOOTAGE
LEVEL 1 1000SF
LEVEL 2 500SF
TOTAL 1500SF
LEGEND
PUBLIC AREAS
STAFF AREAS
CIRCULATION

SATURDAY WORKSHOP SCHEME - FIRST FLOOR PLAN
NOE VALLEY BRANCH LIBRARY

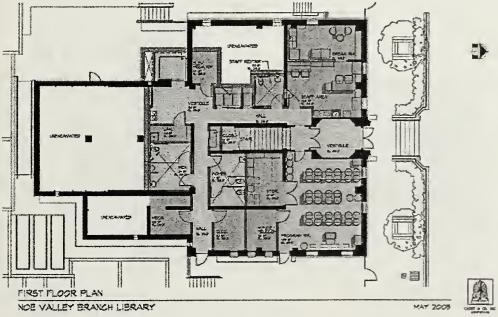
SCALE: 1/8" = 1'-0"
OCTOBER 9, 2003

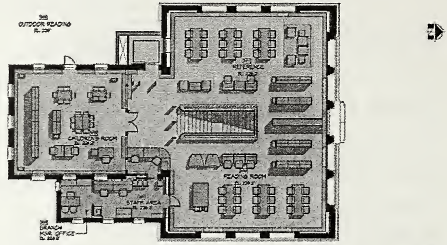

DECK ABOVE
STAIR AREA
VESTIBULE
LEGEND


OUTDOOR READING
REFERENCE
CHILDREN'S ROOM
READING ROOM
LEGEND

Cost Estimates

- 100% Schematic Design 7/04
  13% under budget
- 100% Design Development 9/04
  9% under budget
- 50% Construction Documents 11/04
  20% over budget
- 95% Construction Documents 1/05
  29% over budget

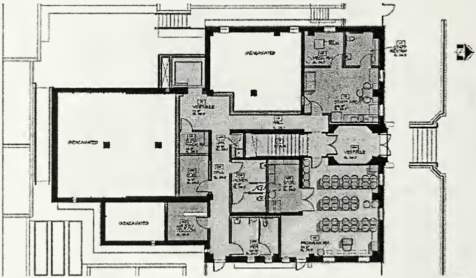

FIRST FLOOR PLAN
NOE VALLEY BRANCH LIBRARY
MAY 2005


OUTDOOR READING
REFERENCE
CHILDREN'S ROOM
READING ROOM
STAFF AREA
BRANCH MGR. OFFICE

SECOND FLOOR PLAN

NOE VALLEY BRANCH LIBRARY

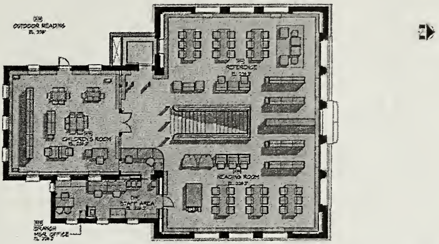
MAY 2005


UNEXCAVATED
UNEXCAVATED
UNEXCAVATED
VESTIBULE
VESTIBULE
PROGRAM RM.

FIRST FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

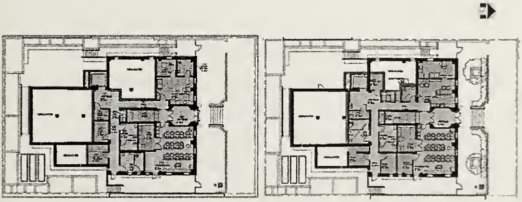
MAY 2005


OUTDOOR READING
REFERENCE
CHILDREN'S ROOM
READING ROOM
STAFF AREA
BRANCH MGR. OFFICE

SECOND FLOOR PLAN - REVISED SCHEME

NOE VALLEY BRANCH LIBRARY

MAY 2005



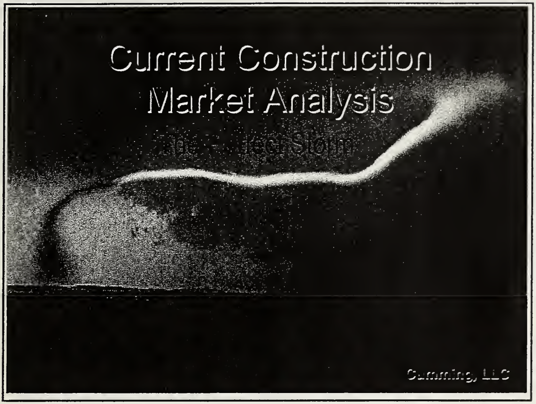
FIRST FLOOR PLAN - COMPARISON

NOE VALLEY BRANCH LIBRARY

MAY 2005

Recommendation

- Increase budget
  - Between $490,770 and $672,818
- Revise plans
  - Per Explanatory Document
- Revise schedule
  - Bid mid July (close mid September)



Current Construction Market Analysis

The Perfect Storm

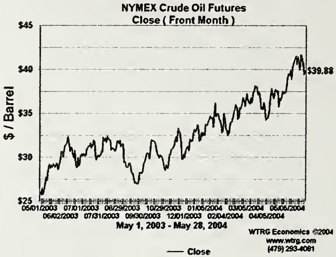
Cumming, LLC

Factors Contributing to the Recent Construction Cost "Spike"

- Weak U.S. Dollar
- Scrap Steel & Coke Shortages
- Sustained High Energy Costs
- Recent U.S. Steel Industry Consolidation
- Increased International Demand for Raw & Processed Materials
- Continued Domestic Demands by Housing & Auto Industries
- Increase in California Construction Activity

Cumming, LLC

Increased Energy Costs



Cost of Oil per Barrel – 64% Increase since May of 2003

Cumming, LLC

China's Impact on World Markets

China Consumes:

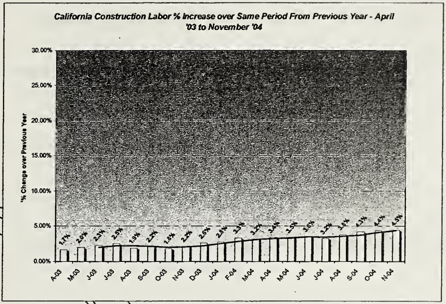
- 50% of the world's cement
- 36% of the world's steel
- 30% of the world's coal

In order to facilitate a 10.5% first quarter increase in GDP

China Has:

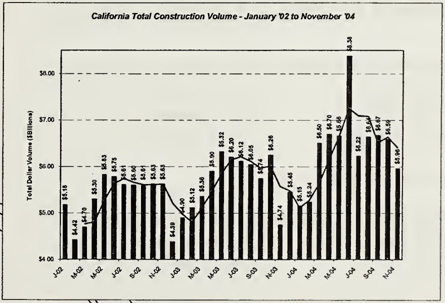
- Increased imports of foreign steel by 50%
- Increased imports of oil by 30%

Cumming, LLC


California Construction Labor % Increase over Same Period From Previous Year - April '03 to November '04

Courtesy of Employment Development Department

Cumming, LLC


California Total Construction Volume - January '02 to November '04

Courtesy of Construction Industry Research Board

Cumming, LLC

Labor and Construction Volume Impacts:

Annual % Increase for:	Construction Labor	Project Volume
2001	+6.56%	-2.6%
2002	-0.7%	+1.8%
2003	+2.03%	+7.8%
2004 – 11 Mos	**+4.40%**	**+13.0%**

Cumming, LLC

Impact to Steel Material Prices

National impacts by May 2004, annual cost increases:

Structural Steel:	21.3% increase
Reinforcing Bar:	40.5% increase
Stainless Steel Sheet:	17.4% increase

Source ENR, 24 May 2004

Locally, price increases have been more extreme:

Structural Steel:	40-50% increase
Reinforcing Bar:	50% increase

Cumming, LLC

Current Concerns? Cement…

- Northern CA imports 60% of cement from China, Malaysia and Australia
- US imports 23% of cement from Asia
- China consumes 50% of the world's cement
- Cement Imports from Malaysia have risen from $15/ton to $80/ton locally since March
- Shortages and rationing are already appearing in the Southeast and Midwest

Cumming, LLC

Construction Market Trends

3rd Quarter, 2004

Leland Saylor Associates
A Certified DVBE

Factors Influencing Construction Cost

- Labor Escalation 3X 2001-2003 Rates
- Strong Global and Domestic Demand for Materials
- Recent Spikes in Energy Prices
- Transportation via Bulk Cargo is at Capacity
- Weak US Dollar
- Increased Public Works Spending
- Continued Low Interest Rates Pump Up Domestic Housing Market
- In California, insufficient contractor and subcontractor plant and bonding capacity to perform available work

Courtesy of ENR

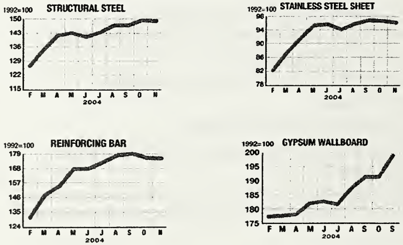
Material Escalation Since 2003

- Total Materials up 23% since 2003
  - Structural Steel Shapes, up 25%
  - Rebar, up 45%
  - Lumber Spot Prices, up 95%
  - Gypboard, up 20%
  - Copper Pipe & Tubing, up 20%
  - Crude Oil, up 63%

Leland Saylor Associates

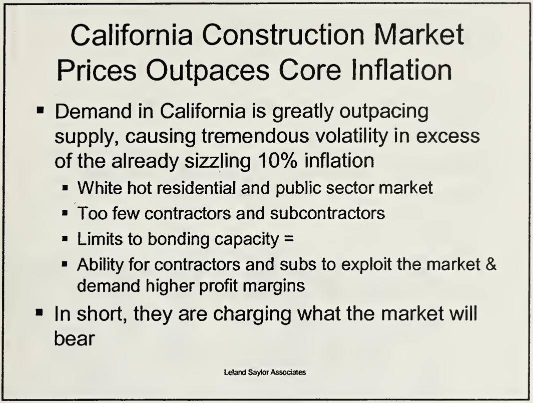
Sample Material Price Increases

(Graphs courtesy of ENR)



Leland Saylor Associates

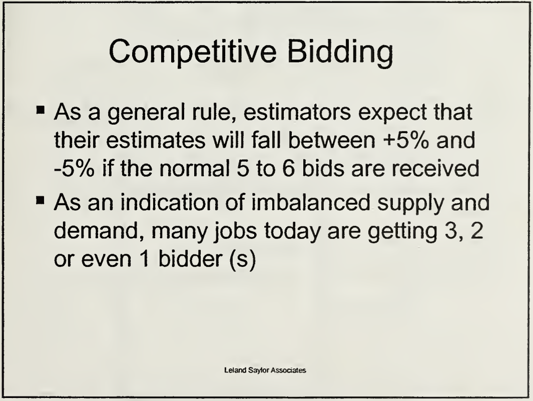
Courtesy of ENR



California Construction Market Prices Outpaces Core Inflation

- Demand in California is greatly outpacing supply, causing tremendous volatility in excess of the already sizzling 10% inflation
  - White hot residential and public sector market
  - Too few contractors and subcontractors
  - Limits to bonding capacity =
  - Ability for contractors and subs to exploit the market & demand higher profit margins
- In short, they are charging what the market will bear

Leland Saylor Associates



Competitive Bidding

- As a general rule, estimators expect that their estimates will fall between +5% and -5% if the normal 5 to 6 bids are received
- As an indication of imbalanced supply and demand, many jobs today are getting 3, 2 or even 1 bidder (s)

Leland Saylor Associates

Mitigation Techniques-- Design Phase

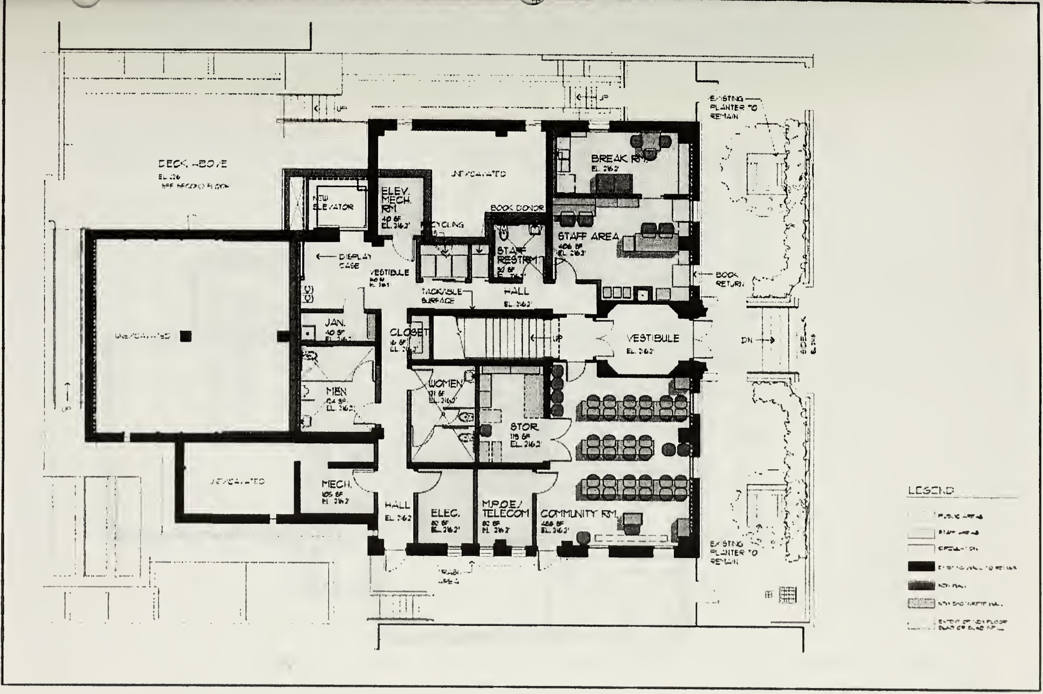
- Manage the design, and try for 10% additive alternates
- Review existing budget, prioritize project elements
    - Reduce scope
    - Augment project funds
- Keep stakeholders informed

Leland Saylor Associates

Mitigation Techniques Bidding Phase

- Work with District to identify likely bidding pool
- Identify, and possibly eliminate, any barriers that would make it more difficult to bid project
- Solicit contractor interest at least 2-3 months before bid
- Allow 1 month for bidding cycle
- Prequalification is not recommended at this time

Leland Saylor Associates


DECK ABOVE
EL. 226
SEE SECOND FLOOR
NEW ELEVATOR
ELEV. MECH. RM
40 SF
EL. 216.2'
UNEXCAVATED
BOOK DONOR
RECYCLING
STAFF RESTRM
30 SF
EL. 216.2'
BREAK RM.
EL. 216.2'
STAFF AREA
406 SF
EL. 216.2'
BOOK RETURN
EXISTING PLANTER TO REMAIN
DISPLAY CASE
VESTIBULE
EL. 216.1
TACKABLE SURFACE
HALL
EL. 216.2'
UP
UNEXCAVATED
JAN.
40 SF
EL. 216.2'
CLOSET
16 SF
EL. 216.2'
VESTIBULE
EL. 216.2'
DN
SIDEWALK
MEN
104 SF
EL. 216.2'
WOMEN
101 SF
EL. 216.2'
STOR.
115 SF
EL. 216.2'
UNEXCAVATED
MECH.
105 SF
EL. 216.2
HALL
EL. 216.2
ELEC.
80 SF
EL. 216.2'
MPOE/ TELECOM
80 SF
EL. 216.2
COMMUNITY RM.
488 SF
EL. 216.2'
TRASH AREA
EXISTING PLANTER TO REMAIN
UP
LEGEND
PUBLIC AREAS
STAFF AREAS
CIRCULATION
EXISTING WALL TO REMAIN
NEW WALL
NEW SHOTCRETE WALL
EXTENT OF NEW FLOOR SLAB OR SLAB INFILL

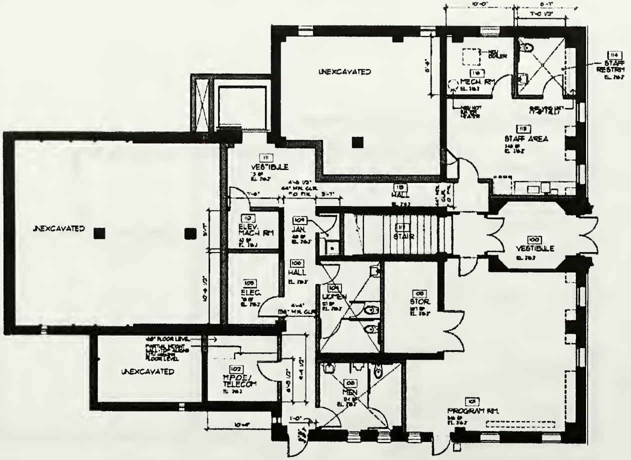
FIRST FLOOR PLAN $1,112,445 - $1,324,162 OVER BUDGET

N
0 4 8 16

NOE VALLEY BRANCH LIBRARY

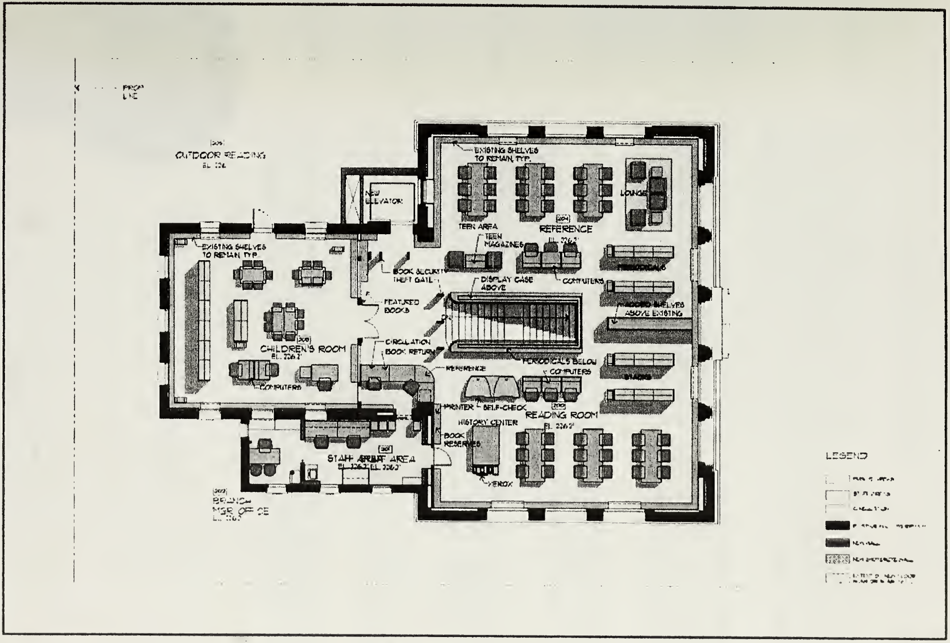
MAY 2004

CAREY & CO. INC.


UNEXCAVATED
UNEXCAVATED
UNEXCAVATED
MECH. RM
STAFF RESTRM
STAFF AREA
VESTIBULE
HALL
STAIR
VESTIBULE
ELEV. MACH RM
JAN.
HALL
ELEC.
WOMEN
STOR.
MPOE/ TELECOM
MEN
PROGRAM RM.

FIRST FLOOR - ALTERNATE A $490,770 - $672,818 OVER BUDGET SCALE: 1/8" = 1'-0

NOE VALLEY BRANCH LIBRARY MARCH 2005


PROP LINE
OUTDOOR READING
EL. 226
NEW ELEVATOR
EXISTING SHELVES TO REMAIN, TYP.
TEEN AREA
REFERENCE
204
EL. 226.2'
LOUNGE
TEEN MAGAZINES
COMPUTERS
PERIODICALS
BOOK SECURITY THEFT GATE
DISPLAY CASE ABOVE
ADDED SHELVES ABOVE EXISTING
FEATURED BOOKS
CIRCULATION BOOK RETURN
PERIODICALS BELOW
COMPUTERS
STACKS
REFERENCE
PRINTER
SELF-CHECK
202
READING ROOM
EL. 226.2'
HISTORY CENTER
BOOK RESERVES
XEROX
EXISTING SHELVES TO REMAIN TYP.
206
CHILDREN'S ROOM
EL. 226.2'
COMPUTERS
201
STAFF AREA
EL. 226.2' EL. 226.2'
203
BRANCH MGR OFFICE
EL. 226.2
LEGEND

SECOND FLOOR PLAN $1,112,445 - $1,324,162 OVER BUDGET

N
0
4
8
16

NOE VALLEY BRANCH LIBRARY

MAY 2004

CAREY & CO. INC.
ARCHITECTURE

San Francisco Public Library

Whereas, the San Francisco Public Library Commission is pleased to RECOGNIZE, HONOR, and COMMEND CAROL STEIMAN for the many significant contributions that she has made as a Commissioner and Vice President of the Public Library Commission for the betterment of San Francisco's public library system throughout her nine years of service as a member of the Public Library Commission; and

Whereas, CAROL STEIMAN joined the Public Library Commission in 1996 and served with honor and distinction through the opening of the Main Library, the commissioning of a post occupancy evaluation, the renovation of the historic Chinatown and Mission Libraries, and the construction of a new Ocean View Branch Library, and was instrumental in bringing sound financial management to the institution; and

Whereas, CAROL STEIMAN was active in the effort to preserve neighborhood libraries during the 1980s, was a highly effective civic and neighborhood leader in support of the adoption of Proposition E, the Library Preservation Fund (1994), and for Proposition A, the Branch Library Improvement Bond (2000); and

Whereas, the invaluable contributions of CAROL STEIMAN, a highly respected civic and neighborhood leader in the Glen Park neighborhood have significantly enhanced the prosperity, cultural, economic, political, and social enrichment of our city and well being of the people of San Francisco, the Bay Area, and indeed all California; and

Whereas, the San Francisco Public Library Commission will SALUTE CAROL STEIMAN, as an outstanding exemplar of the high ideals of professional achievement, personal character, and community leadership at its regular meeting on May 5, 2005; Now,

Therefore, Be It Resolved that the SAN FRANCISCO PUBLIC LIBRARY COMMISSION, in RECOGNITION and HONOR of her outstanding exemplary leadership and dedicated hard work as a member of the Commission, does hereby RECOGNIZE, HONOR, COMMEND and THANK

Carol Steiman

Charles A. Higueras, A.I.A.
President
San Francisco Public Library Commission

SFPL Human Resources Office

PERSONNEL OFFICE NOTES 2005-#03

April 25, 2005

STAFF RECOGNITION

Listed below are this year's individual and team recipients of the San Francisco Public Library's 13th Annual Staff Recognition Awards. Special mention is also given to all the other nominees. All employees are cordially invited to join the Committee in congratulating the awardees at a breakfast celebration on Friday, April 29, 2005, from 10:00- 11:30 a.m., in the Atrium of the Main Library, after the All Staff Meeting.

INDIVIDUAL AWARD RECIPIENTS 2004-2005

Patricia Akre	San Francisco History Room
Elizabeth Cole	Excelsior/Portola/Mission Branches
Fontaine Davis	Custodial Department
Ann Dorman	Parkside Branch
Christiana Duranczyk	4th Floor Materials Management
Terry Gwiazdowski	Excelsior/West Portal/Ingleside Branches
Yuk Lan Lee	West Portal/Parkside/Branch Bookmobile
Ruth Maginnis	Richmond Branch
Amelia Martin	Potrero Branch
Gene Moore	Periodicals Processing
Donna Persechino	Government Information Center

TEAM AWARD RECIPIENTS 2004-2005

Branch Bookmobile/Excelsior Branch Staff Team

Glen Park Branch Team

INDIVIDUAL NOMINEES 2004-2005

Aurora Alvarez
Kathleen Au *(Recipient 1999-2000)*
Janet Binalinbing *(Team Recipient 1999-2000)*
Marites Buenaluz
Linda Brooks-Burton

Robert Carlson
Rosalind Chang *(Recipient 1991-1992)*
Shirley Chang
James Cook
James Coppfer

Felicia Dewhart
Winnie Duong *(Recipient 1998-1999)*
Karen Ennis
Margarita Gamino *(Recipient 1996-1997)*
Betty Gibson

Regan Gong
Linda Greenfield
John Guarino
Doriene Hill *(Recipient 1993-1994)*
Ackerman Jones

Carla Kozak
Evie Krebs
Aileen Kuo
Anne Lane
Laura Lent

Gilbert Lopez
Catherine Low
Precy Manalo
Chito Manongdo

David Marconi
Adam Markosian
Ofelia Moran *(Recipient 1999-2000)*
Gerard Neves
Annie Nguy

Cathy Nyhan
Thu Hang Phan
Vivian Pisano
Nina Pogosyan *(Recipient 2001-2002)*
Melissa Riley

Martha Rios
Avelina Ronquillo *(Recipient 1991-1992)*
Dominic Scappaticci
Tasha Schumann
Frank Serchia

Vicki Susoev *(Recipient 1992-1993)*
Suzanne Ting
Timothy Troy
Frank Vaughn
Teozin Velazquez-Villegas

Lee Wallace
Chieko Wealand
Marc Webb
Sherry Wang

Ping Xu *(Team Recipient 1992-1993)*
Johanna Zea
Christina Zhou

TEAM NOMINEES 2004-2005

Computer Deparment

Engineer Department

Finance Staff *(Senior Accountant Team Recipient 1999-2000)*
(Janet Binalinbing, Maricar Fontanilla, Deo Laudencia and Chito Manongdo)

Security Department

Sunset Staff
(Dante Macaraeg, Joan Mirabile, Lupita Yee and Johnson Yue)

Glen Park Branch Team Recipient (Aurora Alvarez, Marites Buenaluz, Sharon Dezurick, Precy Manalo, Christina Zhou)

Branch Bookmobile Staff/Excelsior Branch Staff Team Recipient (Elizabeth Cole, Terry Gwiazdowski, Irene Lee, Ofelia Moran, Vicki Susoev, Teozin Velazquez-Villegas, Mark Webb)

****

Finance Staff Team Nominee (Janet Binalinbing, Deo Laudencia, Chito Manongdo, Maricar Fontanilla)

Computer Staff Team Nominee (David Ao, Thomas Chu, Corinna Chuey, Beatrice Hernandez-Oliva, Mike Hoffman, John Kenny, Richard Klein, Wyman Kwong, Steven Lew, Kay Matsunaga, James Ngo, Vivian Pisano, Chris Siu, Gary Wong)

Sunset Branch Team Nominee (Lupita Yee, Johnson Yue, Joan Mirabile, Dante Macaraeg)

Engineer Department Team Nominee (Dan Anderson, Bill Bizjak, Robert Blanchard, Timothy Byrne, Marco Crivello, Robert Hutson, Joseph Jazuk, Wallace Lee, John Shea, Jim Struble, Lou Vallerga)

Security Staff Team Nominee (Charles Alexander, Roderic Aquino, Louis Bell, Gloria Cowart, Rudy Delos Reyes, Alesia Johnson, Max Miranda, Leslie Piscoso, Tiffany Sawyer, Frank Serchia, Joseph Shield, Alda Spraggins, Johnal Stiger, Carl Young)

DOCUMENTS DEPT.

MAY 1 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

/05
celled

n Newsom
or

rles A. Higueras, A.I.A.
dent

n Marte Bautista
ie K. Chin
en A. Coulter
lle Gomez
y Kane
rah Strobin
missioners

Herrera
Librarian

ael Housh
mission Secretary

SPECIAL NOTICE

THE REGULAR MEETING OF THE
SAN FRANCISCO PUBLIC LIBRARY
COMMISSION SCHEDULED FOR
THURSDAY, MAY 19, 2005
HAS BEEN

CANCELED

THE NEXT REGULAR MEETING OF THE PUBLIC LIBRARY COMMISSION IS SCHEDULED FOR THURSDAY, June 2, 2005.

MICHAEL HOUSH, SECRETARY, PUBLIC LIBRARY COMMISSION
POSTED, May 16, 2005

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

DOCUMENTS DEPT.
MAY 2 7 2005
SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

in Newsom
or

rles A. Higueras, A.I.A.
ident

en Marte Bautista
nie K. Chin
en A. Coulter
elle Gomez
y Kane
orah Strobin
missioners

Herrera
Librarian

hael Housh
mission Secretary

6
2/05

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, June 2, 2005
TIME: 4:00 PM
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. ELECTION OF COMMISSION OFFICERS FOR 2005

(This item is to allow Commissioners to nominate themselves or fellow commissioners for the Offices of President or Vice President of the Public Library Commission and to elect a President and Vice President of the Commission)

3. INGLESIDE LIBRARY PEER REVIEW — DISCUSSION

Presentation of and discussion of a peer review of proposed designs for the new Ingleside Branch Library.

4. PORTOLA BRANCH LIBRARY PEER REVIEW — DISCUSSION

Presentation of and discussion of a peer review of proposed designs for the new Portola Branch Library.

5. POTRERO BRANCH LIBRARY PEER REVIEW — DISCUSSION

Presentation of and discussion of a peer review of proposed designs for the renovation of the Potrero Branch Library.

6. BOND PROGRAM MANAGER'S REPORT — DISCUSSION

(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)

This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: none

Explanatory documents: current Budget Report and Branch Library Summary Schedules

7. ADJOURNMENT (requires motion and public comment) — ACTION

5/26/05 - M. Housh, Commission Secretary

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

DRAFT

DOCUMENTS DEPT.

JUL 18 2005

SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

/05
ff

in Newsom
yor

rles A. Higueras, A.I.A.
ident

en A. Coulter
President

en Marte Bautista
nie K. Chin
elle Gomez
y Kane
orah Strobin
missioners

Herrera
Librarian

hael Housh
mission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, June 2, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, June 2, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Coulter at 4:04pm.

The following members were present: Commissioners Coulter, Gomez, Kane, and Strobin. President Higueras and Commissioners Bautista and Chin's arrival was expected. President Higueras joined the meeting at 4:16pm. Commissioner Bautista joined the meeting at 4:24pm.

Commissioner Coulter announced that Agenda Item #2 ELECTION OF COMMISSION OFFICERS FOR 2005 would be continued to the June 16th regular meeting of the Public Library Commission.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public said "Stop the hate, stop the ignorance. Don't give money to the Friends and Foundation. Don't accept money from the Friends and Foundation". This person then noted that Mr. Peter Warfield and Mr. James Chaffee had been cited along with nine other library activists by noted library world figure Sandy Berman, a recipient of the American Library Association's (ALA) highest honors. This person then commented on their remarks related to a litmus test in the selection of the City Librarian.

Mr. Peter Warfield also noted his having been recognized by Mr. Sandy Berman, who he described as a champion of "user friendly" catalogs. Mr. Warfield also discussed San Francisco Board of Supervisors Library Citizens Advisory Committee (LCAC) actions taken at its May 25th meeting concerning the Library's book budget and in opposition to use of RFID technology.

AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson presented a brief outline and overview of how the peer review would be conducted. Ms. Thompson next introduced the members of the Peer Review Panel, Mr. Michael Tauber, Mr. Chandler McCoy, and Mr. John Pederson, and then briefly outlined their professional background and experience. Ms. Thompson then began the first peer review by introducing the Architects for the Ingleside Branch Library, Ann Fougeron, Ann Fougeron Architecture and Group 4 Architects. Ms. Thompson noted that at present the project was $300,000 over budget and that revisions in the plans were under review to address this situation.

Ms. Fougeron then presented a detailed overview of the design development for this project and discussed aspects of details shown in drawings presented. (see attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who presented the Library's response to the proposed design for the new Ingleside Branch Library. The Deputy City Librarian outlined the history of this project, emphasizing the extensive review and community input that was gathered on this project during the preparation of its ultimately successful application for Prop. 14 State Library Construction Bond funds. Mr. Underwood noted more books, seating and computers, as well as a program would be provided in the new facility. The Deputy City Librarian found the architects proposal meet the functional and service plan needs of the adult and children as well as space for teen users outlined by the Library staff and the Community.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. (Copy attached)
Mr. Pederson presented his review and comments. (Copy attached)

Public comment on AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

An anonymous member of the public commented on the qualifications and expertise of the panelists and then began to discuss aspects of the proposed design calling attention to challenges involved in addressing the proposed designs for the Children's center and the Main reading Room. This person wondered how standards of quiet could be maintained and questioned the exterior design's connection to the neighborhood, suggesting that the direction of future development in the neighborhood was unknown.

Mr. Dan Weaver, Friends of the Ingleside Library was pleased with the proposed design especially noted that the proposed Children's areas would be a magnet for neighborhood children. Mr. Weaver found the new branch library to be a major addition to the neighborhood and urged careful attention be paid to the details. Mr. Weaver recommended use of native plants in the courtyard that would attract butterflies and birds and suggested use of a Ginkgo tree instead of the proposed Eucalyptus.

Ms. Melissa Riley, Librarian's Guild, expressed concern with the lack of professional library experience among the Peer Reviewers, and inquired about the functionality of some of the proposed aspects of the branch design, including the children's spaces, potential noise issues, about the dimensions and look of the Main Reading Room, the lack of sufficient tables and concerning how the branch librarian's might function within the spaces as designed.

Mr. Peter Warfield complained that explanatory materials were not available in advance of the presentation suggesting that this deprived the public of opportunity to review and consider what was being proposed. Mr. Warfield expressed his concerns with the reader seating, the new branches' book count, and allocation of space for computers.

Ms. Kathleen Maddox, a 21 year Westwood Park resident and regular branch library user, found the proposed interior design pleasing but expressed concern that the proposed Children's area was too adjacent to the front door. This neighbor found the proposed contemporary exterior design not to be harmonious with the neighboring Ingleside and Westwood Park and traditional Mediterranean, Arts & Crafts, and California Bungalow architectural designs found throughout the neighborhood.

Commission discussion of AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

Commissioner Chin joined the meeting during the Peer Panel presentation.

Upon the Commission's resuming their seats, President Higueras assumed the Chair.
Commissioner Strobin began the discussion of the Architects and Peer Panelists presentations.
Commissioner Gomez inquired about possible security concerns with the alcove entry and book drop locations, and Ms. Fougeron discussed the rationale behind the proposed design and noted that lighting could address some of these concerns.

Commissioner Bautista urged that consideration be give n to providing a secure parking area for the many baby carriages that the new branch library would certainly attract and noted that use of native plants in the courtyard garden could provide additional educational opportunities for the children using the new branch. Commissioner Bautista recommended consulting with a naturalist about how to use plants that could attract birds and butterflies.

Commissioner Chin suggested that any "native plants" used be carefully chosen considering the lack of funds available to maintain courtyard garden. Commissioner Chin inquired concerning the proposed lighting designs and about potential use of solar power installations at the new branch.

Commissioner Coulter questioned the use proposed for the courtyard garden area whether it was fenced in liked the suggestion that the program room after-hours entry be moved to the courtyard asked about bicycle parking found the proposed birds and butterflies a good idea asked about adequacy of security for the children's area.

Commissioner Kane expressed preference that the courtyard garden be usable and asked for a more detailed discussion of how much this design could put the project over its proposed budget.

President Higueras noted that challenges facing the architects to maintain design excellence within strict constraints of the project's budget and lauded the manner in which the seating was arranged. In response to President Higueras' question, Ms Fougeron confirmed that fencing enclosed the courtyard area creating a secure area. President Higueras noted challenges in making courtyards, a regular feature of branch libraries designed since the 1950s actually function. President Higueras found the proposed design delightful and a great opportunity to create a structure that would act as a beacon for the entire community. The Commission President lauded the height of the proposed roof design and the extensive use of natural light. Mr. Higueras expressed the hope that it could survive the design process

Commissioner Coulter noted how well the design fit into the mosaic of very different aspects of Ocean Avenue as it ran through the neighborhood.

President Higueras called a brief recess at 6:06pm.
The Library Commission returned to session at 6:20pm

AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson introduced the Architects for the Portola Branch Library, Mr. Chris Noll and Ms Jill Stoner. Mr. Noll presented a detailed overview of the design development for this project and then Ms. Stoner discussed details of the floor plans and drawings presented (copy attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who gave the Library's response to the proposed design for the new Portola Branch Library.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. . (Copy attached)
Mr. Pederson presented his review and comments. (Copy attached)

Commissioner Chin left the meeting during this Peer Panel presentation.

Public comment on AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Ms. Melissa Riley, Librarian's Guild, expressed the hope that the Branch Manager's concerns had been addressed, proposed community meeting room to small to be of use after hours lock up responsibilities. Ms. Riley suggested that as the Branch was so small perhaps a Branch Manager's Office wouldn't be needed. Ms. Riley urged consideration that room be found for a separate reference desk and observed that there was a rise of creating a wind tunnel at proposed doorway without a vestibule.

An anonymous member of the public criticized the architects characterization of the Portola Neighborhood that this person said was not a "walking area" and decried the location away from main streets. The person also criticized the $1.2 million price of the small property as too costly, suggested there was no parking available, found the proposed design wrong, and the information presented to meager.

Mr. Peter Warfield again noted that explanatory materials were not available in advance of the presentation, complaining that this deprived the public of opportunity to understand and comment on what was being proposed. Mr. Warfield decried what he found to be a change of policy by architecture and the lack of a separate reference desk. Mr. Warfield preferred having two librarians available to assist users, and criticized the proposed placement and use of express checkout and online reserves.

Ms. Toni Bernardi, Chief of Children's and Youth Services, emphasized the importance that there be separate and distinct areas for teens and children area.

Commission discussion of AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Commissioner Gomez inquired about the distinction between the areas for teen and children and was informed that there would be distinct areas for preschoolers, children, and a designated Teen area.

Commissioner Kane inquired concerning the placement of the program Room and concerning the long walk it would take to reach it and about access to it from the Children's Area and about the window areas.

Commissioner Coulter inquired why there were no flag poles as were required on public buildings and noted that he found the proposed exterior design ugly. Commissioner Coulter inquired as to why the Library could not pursue a Planning Department variance that would allow for a better placement of the building on the site and suggested softening the colors. Commissioner Coulter proposed that staff discuss ways to facilitate the best possible placement of the new building on the site with school district staff and if needed gather political support to get Planning approvals for a variance.

President Higueras asked about and was informed concerning the design decisions concerning fencing along the access path to the Program Room and also suggested that staff go to a higher authority than a planner if variances were necessary to get the best design possible for this site. The Commissioners expressed willingness to apply political pressure to achieve necessary exceptions to standard plan requirements. President Higueras also recommended revisions to the entry area and and found the overall look of the building with small windows and textured walls too like an armory. President Higueras disagree with comment suggestion the Portola was not a pedestrian neighborhood and noted the nearest of major neighborhoods streets.

Commissioner Bautista creating important and needed civic presence in community and felt the design as presented was not welcoming. Commissioner Bautista also recommended that the Children's areas have outside access and noted that this branch would very heavily used by children and teen users. Commissioner Bautista agreed that the Commissioner should take their concerns to the planning Commission if it was needed.

Commissioner Strobin inquired about the degree of privacy available in the proposed Teen areas and about use of the Program Room by teen users. Commissioner Strobin asked about the lighting available for users of the proposed window seating areas.

In response to President Higueras' noting that the Commissioners would like to further review aspects of this project's design, Ms. Thompson proposed present revisions at the next step in the regular design review process. The BLIP Manager then outlined the next steps in the project design process and discussed how the Planning Department issues that had been raised might be addressed.

AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson introduced the Project Architect of the renovation of the existing Potrero Branch Library, Mr. Phil Sowers, Bureau of Architecture, Department of Public Works. Mr. Sowers presented a detailed overview of the design development for this renovation project and then discussed details of the floor plans and drawings presented (copy attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who gave the Library's response to the proposed design for the Potrero Branch Library renovations. The Deputy City Librarian outlined that challenges involved in the renovation of this very popular but very small neighborhood branch.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. (Copy attached)
Mr. Pederson presented his review and comments. (Copy attached)

Public comment on AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

Mr. Chet Roaman, Council for neighborhood libraries and Library technology & Privacy Advoisry Committee, suggested that changes could be made by moving the building's façade forward to add additional space. Mr. Roaman noted that the Branch Library was the center and crossroads of the neighborhood and

An anonymous member of the public lauded the simplicity of the current facility likening it to a neighborhood movie theatre with a cityscape as its screen. This person suggested that the entry design could be more welcoming and questioned how what was proposed with not increase in space for collections could cost $4 million.

Mr. Web Wren, Potrero hill resident citing the limited 515 sq. ft of walking around space, proposed relocation of the front window designs to increate the amount of circulating space in the renovated facility and suggested that south facing windows would provide the best lighting and that creating ability to see through the Branch Library to the city view beyond was important.

Mr. Peter Warfield again noted that explanatory materials were not available in advance of the presentation complaining that this deprived the public of opportunity to understand and comment on what was being proposed. Mr. Warfield questioned the expense of this project, albeit liking the "artichoke" light fixtures, given the minimal results gained by the proposed renovation suggested that a lot of money was being spent for little or not gain use of the library's space for the Potrero Hill Art Show should not drive the renovation's design project to glass stair treads.

Commission discussion of AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

President Higueras noted that the existing facility was charming and modest and suggested that the plan could be improved by switching staff areas forward. President Higueras also discussed the problems inherent in putting so much into such a small building and suggested perhaps the stairway and the exterior façade were overdone. President Higueras proposed that the current building's assets, its simplicity and charm with a great view guide creation of the renovation design.

Commissioner Coulter suggested relocation of the front door and realignment of the windows noting that the proposed renovation design lacks any "Ah!" factor given the spectacular views present in the existing building and noted that there had been much unhappy history with creation of small planter boxes at branch libraries. Commissioner Coulter suggested moving the Program room and the staff areas to increase usable space.

Commissioner Bautista did not care for the façade or the stair design and suggested that the proposed entry be made more formal to create a civic presence.

President Higueras observed that serious reconsideration of proposed design necessary bring back to Commission for further review.

AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

Ms. Thompson's noted that this monthly BLIP Manager's regular report contained no informational presentation. Ms Thompson presented her regular program budget, schedule, and construction reports; as well as an update on active projects; and noted ongoing community outreach; and concluded by mentioning that there would be no special report this month.

Public comment on AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

An anonymous member of the public long and interesting meeting cost and benefits including cost associated with undertaking a political battle This person concluded by noted that holding such discussions sends a positive message

Commission discussion of AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

President Higueras again thanked the Peer review panelists for their participation and important contributions to maintaining excellence in design in the branch Library Improvement Program.

AGENDA ITEM #7 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Strobin that the meeting be adjourned.

Approved by the following vote:
6-0 AYE (Bautista, Coulter, Higueras, Gomez, Kane and Strobin)

There being no further business, the meeting was adjourned at 9:34 pm.

Michael Housh, Commission Secretary 6/7/05

Please note: These are draft minutes subject to revision by the public library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

ATTACHMENTS to the June 2, 2005 Minutes:

BLIP Manager's Budget & Schedule reports (6/2/05)

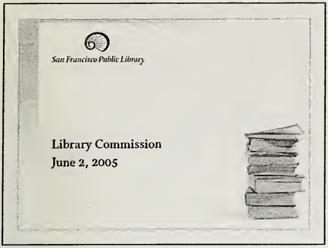
Appendix A

Library Commission meeting of June 2, 2005

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16..

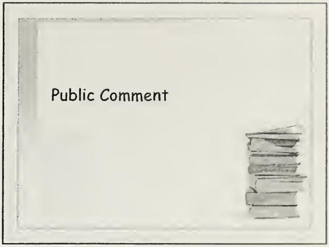
These summary statements are provided by the speaker. Their contents are neither generated by nor subject to approval or verification of accuracy, by the San Francisco Public Library Commission.

The number of members of the public who spoke anonymously at this meeting. 1

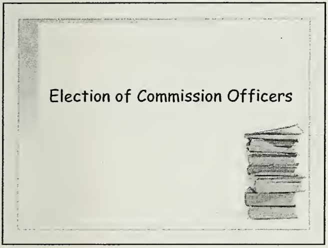


San Francisco Public Library

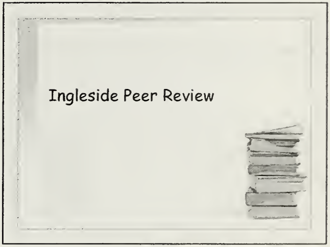
Library Commission
June 2, 2005



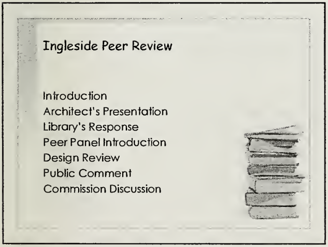
Public Comment



Election of Commission Officers

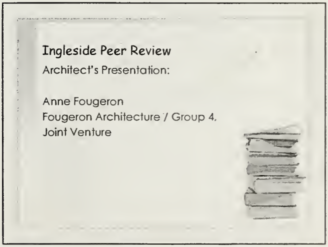


Ingleside Peer Review



Ingleside Peer Review

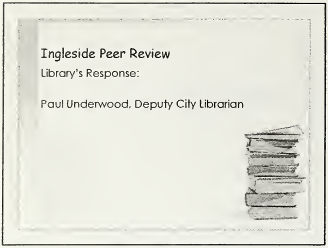
Introduction
Architect's Presentation
Library's Response
Peer Panel Introduction
Design Review
Public Comment
Commission Discussion



Ingleside Peer Review

Architect's Presentation:

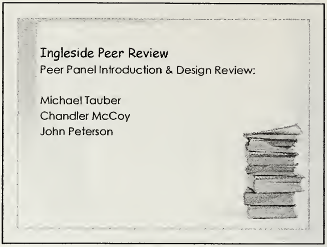
Anne Fougeron
Fougeron Architecture / Group 4,
Joint Venture



Ingleside Peer Review

Library's Response:

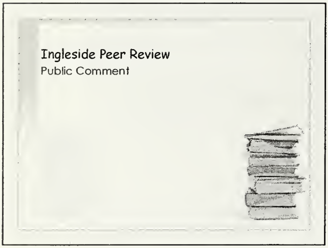
Paul Underwood, Deputy City Librarian



Ingleside Peer Review

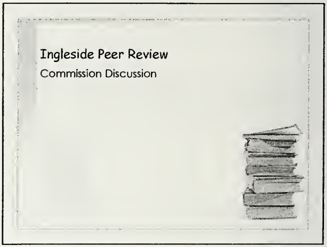
Peer Panel Introduction & Design Review:

Michael Tauber
Chandler McCoy
John Peterson



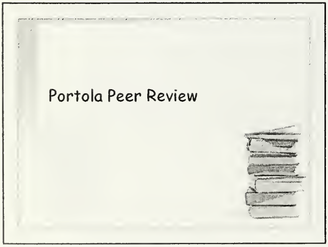
Ingleside Peer Review

Public Comment

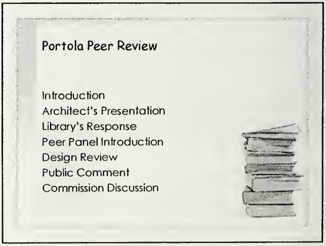


Ingleside Peer Review

Commission Discussion

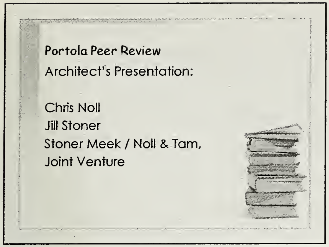


Portola Peer Review



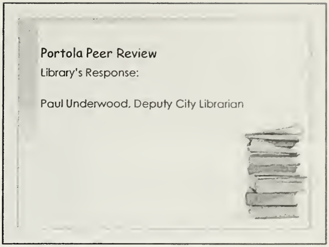
Portola Peer Review

- Introduction
- Architect's Presentation
- Library's Response
- Peer Panel Introduction
- Design Review
- Public Comment
- Commission Discussion



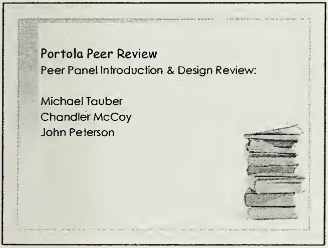
Portola Peer Review
Architect's Presentation:

Chris Noll
Jill Stoner
Stoner Meek / Noll & Tam,
Joint Venture



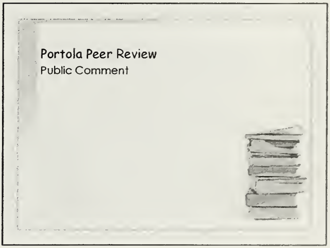
Portola Peer Review
Library's Response:

Paul Underwood, Deputy City Librarian

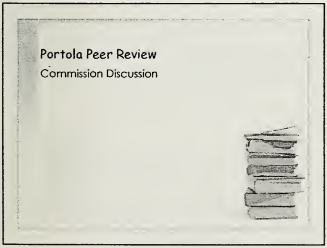


Portola Peer Review
Peer Panel Introduction & Design Review:

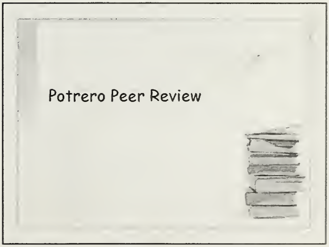
Michael Tauber
Chandler McCoy
John Peterson



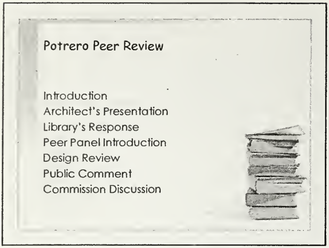
Portola Peer Review
Public Comment



Portola Peer Review
Commission Discussion

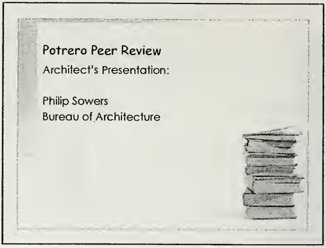


Potrero Peer Review



Potrero Peer Review

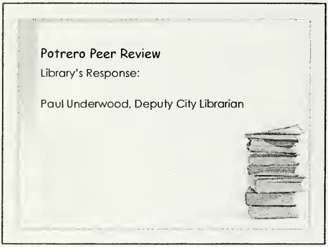
Introduction
Architect's Presentation
Library's Response
Peer Panel Introduction
Design Review
Public Comment
Commission Discussion



Potrero Peer Review

Architect's Presentation:

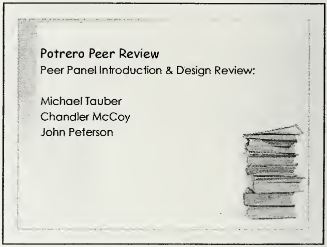
Philip Sowers
Bureau of Architecture



Potrero Peer Review

Library's Response:

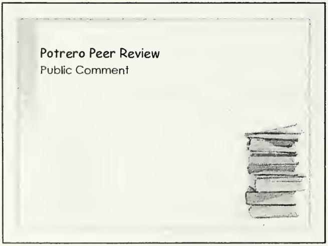
Paul Underwood, Deputy City Librarian



Potrero Peer Review

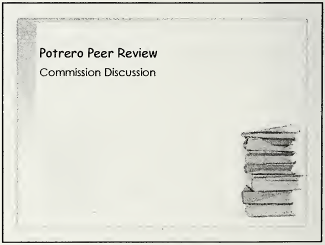
Peer Panel Introduction & Design Review:

Michael Tauber
Chandler McCoy
John Peterson



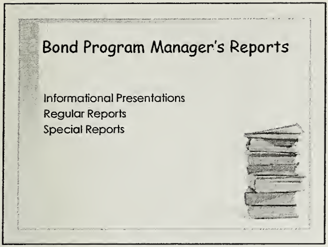
Potrero Peer Review

Public Comment



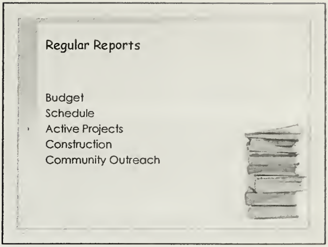
Potrero Peer Review

Commission Discussion



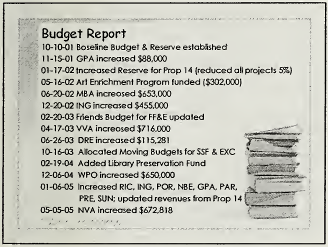
Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports



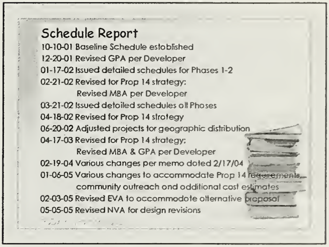
Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach



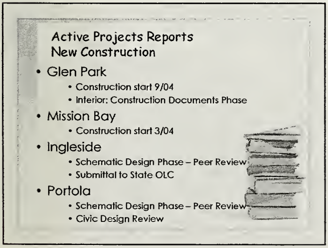
Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818



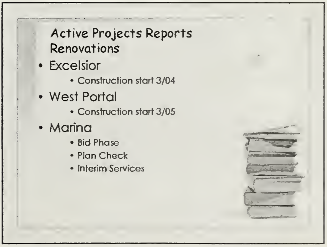
Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions



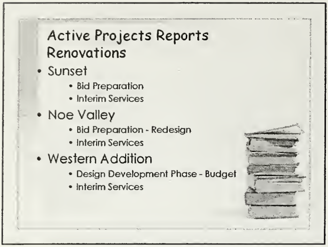
Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Peer Review
  - Submittal to State OLC
- Portola
  - Schematic Design Phase – Peer Review
  - Civic Design Review



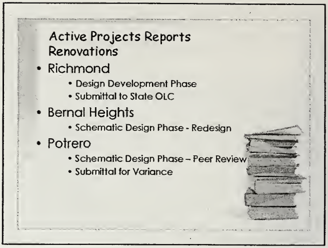
Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
- West Portal
  - Construction start 3/05
- Marina
  - Bid Phase
  - Plan Check
  - Interim Services



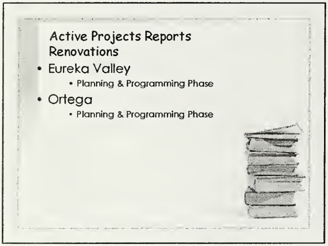
Active Projects Reports Renovations

- Sunset
  - Bid Preparation
  - Interim Services
- Noe Valley
  - Bid Preparation - Redesign
  - Interim Services
- Western Addition
  - Design Development Phase - Budget
  - Interim Services



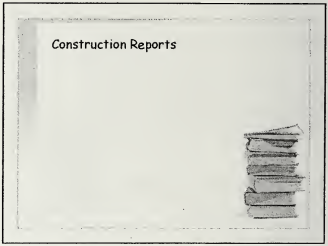
Active Projects Reports Renovations

- Richmond
  - Design Development Phase
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase – Peer Review
  - Submittal for Variance

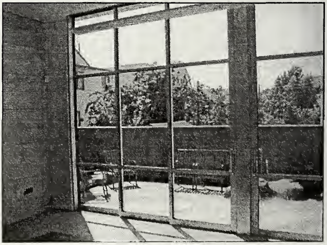


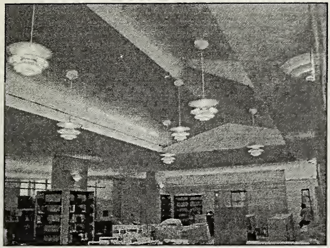
Active Projects Reports Renovations

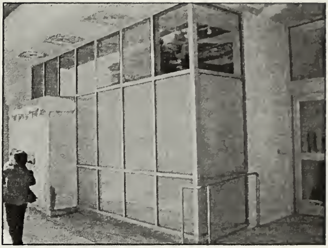
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase

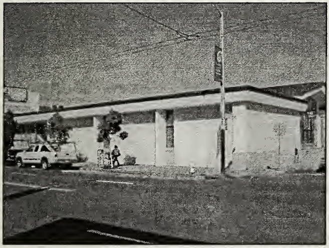


Construction Reports

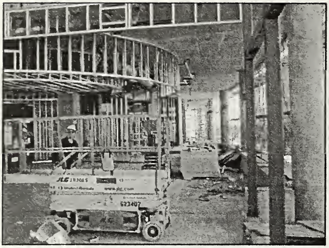


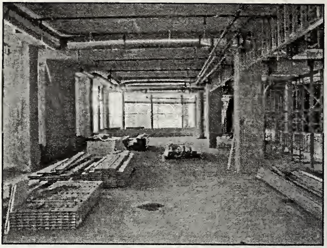


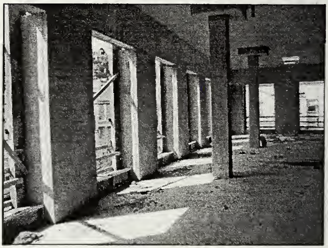


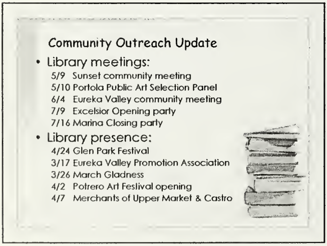


CAT



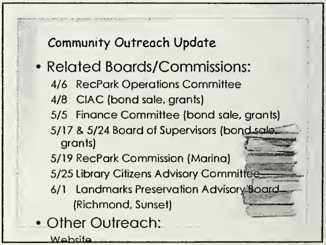






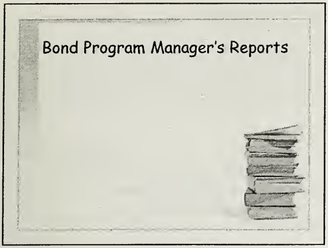
Community Outreach Update

- Library meetings:
  - 5/9 Sunset community meeting
  - 5/10 Portola Public Art Selection Panel
  - 6/4 Eureka Valley community meeting
  - 7/9 Excelsior Opening party
  - 7/16 Marina Closing party
- Library presence:
  - 4/24 Glen Park Festival
  - 3/17 Eureka Valley Promotion Association
  - 3/26 March Gladness
  - 4/2 Potrero Art Festival opening
  - 4/7 Merchants of Upper Market & Castro

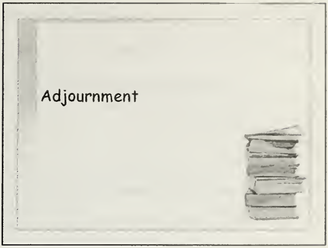


Community Outreach Update

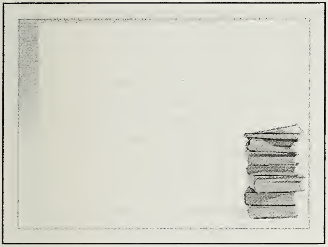
- Related Boards/Commissions:
  - 4/6 RecPark Operations Committee
  - 4/8 CIAC (bond sale, grants)
  - 5/5 Finance Committee (bond sale, grants)
  - 5/17 & 5/24 Board of Supervisors (bond sale, grants)
  - 5/19 RecPark Commission (Marina)
  - 5/25 Library Citizens Advisory Committee
  - 6/1 Landmarks Preservation Advisory Board (Richmond, Sunset)
- Other Outreach:
  - Website



Bond Program Manager's Reports



Adjournment



Ingleside Design Review 06-02-05

Architect presenting: Anne Fougeron, Fougeron / Group 4 Joint Venture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Resolve left over spaces around egg shape. Confirm exterior lighting.
- Rendering indicates a reading room volume & desired feel that is not carried out due to stack locations & height, lack of reading tables.
- Maintain openness between main reading room & garden. Should also see garden from entry.
- Tallest space in the children's room is not appropriate. Show where strollers can be parked. And visually engage children's room more with library proper, without creating security concerns. Verify sightlines & ease of access from reference desk to children's room, teen's and stacks.
- Reconsider symmetrical light monitors.
- Double roof creates appropriate scale but at significant cost, providing only civic presence. Consider other design options.
- Good balance between neighborhood compatibility & civic presence. Don't discard floating roof too quickly. Maintain brick or block exterior finish.
- Color / materials palette may be too costly. Careful if relying on them but have to change them later.
- Passive cooling mentioned & supported but there is no cross ventilation.
- Bicycle parking location inappropriate & inadequate.
- Concerned about courtyard. Other libraries have abandoned them due to security & maintenance issues. Not designed as a view garden.
- Move program room after-hours entry to garden side, more gracious & gives garden more purpose.
- Delete windows at program room, for more display surface, better ability to black out room & to reduce cost.
- Separate program room from library with sliding, not roll up, doors.
- Verify glazing is correct to block noise from the street (double pane with lamination).
- Landscape design is different than described. Eucalyptus trunks will not be attractive from inside nor will it create an outdoor room. Design courtyard for both gathering areas & space to be alone. Design should depend on use: open for patrons or viewing garden only.
- Compelling issue is cost. Push architects to get what they want at your budget.

Conclusion:

- Response to be made to Commission
- Response to include budget resolution

Portola Design Review 06-02-05

Architect presenting: Jill Stoner, Chris Noll, Stoner Meek / Noll & Tam Joint Venture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Tie two sides of building (Bacon St "front" elevation and entry elevation) together more. Study composition of corner element, canopy, signs. Consider lower parapet, continuous horizontal banding, more transparency on the corner.
- Soften west side. Consider trees on school property, variance for openings, enhancing idea of two volumes separated by window.
- Folded walls unattached from rest of building; not "done" yet. Bacon St elevation is ugly.
- Allusion to books on Bacon St elevation sets this library apart; study detailing, color, texture, window size, and modulation of light further.
- Continue use of simple materials in new ways.
- Reconsider how school's chain link fencing abuts library.
- Increase visual connection to garden from various points in library.
- Confirm stucco quality is high grade durable installation.
- Develop landscape design in rear. Determine if access path, gathering place or view garden. Reconsider asphalt. Consider direct access to garden from children's area. Align break out space with program room. Justify angles.
- All four sides are visible & need to be developed equally.
- Don't change rear fence to chain link – integral to view garden concept.
- Flip staff bike parking with trash enclosure.
- Plant selection in planters is critical to their success. Consider eliminating small planters, maintenance problem.
- Chair selection at Bacon St niches critical. Chair shown is not affordable.
- Increase definition / visibility of children's area from front door / desk. Ceiling zones work well to define spaces. Consider ceiling or lighting change at Bacon St reading niches.
- Make teen area distinctive.
- Verify if flagpole required.

Conclusion:

- Response to be made to Commission
- Response to include design of Bacon St elevation

Potrero Design Review 06-02-05

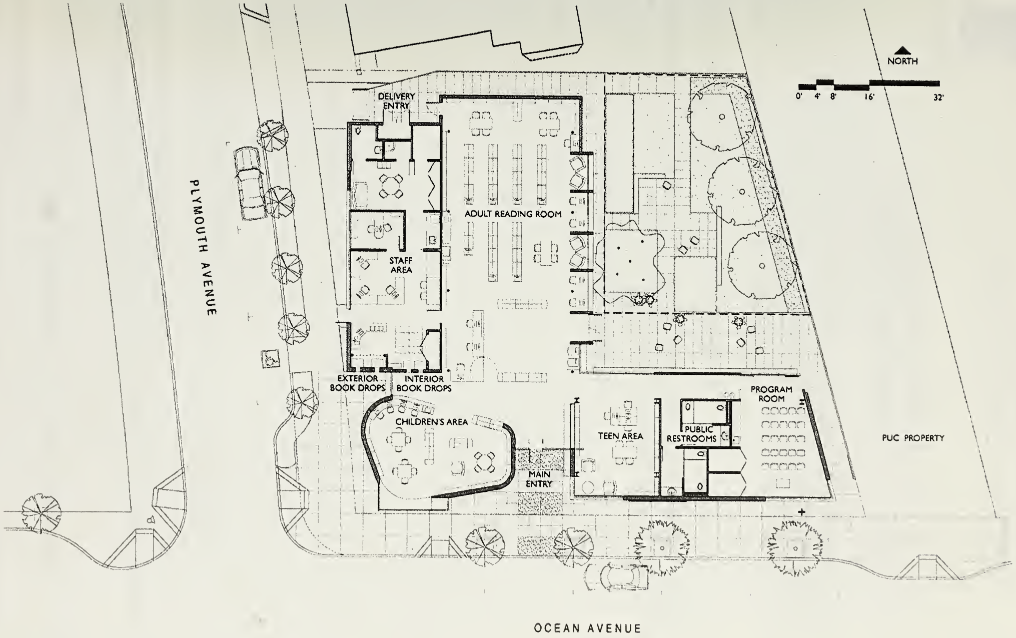
Architect presenting: Philip Sowers, Bureau of Architecture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Highlight the view to downtown at rear of building; it is the most significant feature. Consider if it can be seen from the entry.
- Reconsider location of / need for branch manager's office.
- Verify not losing flexibility for atrium. Confirm size of atrium and stair is proportional to building's effective width. Concern about glass stairs.
- Look for more efficiency in floor plan. High ratio of circulation space to functional area. Be prepared that floor plan may be as efficient as it can be.
- Reconsider entry- how far set back, activity such as bench, need for a vestibule, premise of original building's angles.
- Planter against curtain wall difficult to maintain.
- Clerestory should face north. Consider saw-tooth due to variance condition. Make proposal to Larry Badner, zoning administrator.
- Study glazing pattern, sunshade, entry canopy and signage composition in context with neighboring residential. Fit in but retain civic character.
- Complex glazing pattern can fit in / work. Assure that details are not fussy or commercial, more like the original innocent charm (visible in 1960's photo). Tone it down.
- Consider monolithic material or careful selection of slate proposed at front elevation.
- Support passive ventilation & natural light techniques of clerestory plus cross ventilation.
- Verify cost of interior finishes proposed.
- Reconsider location of staff workroom at front of building. Prefer seeing library spaces at front.
- Reconsider selling property & moving.

Conclusion:

- Response to be made to Commission
- Response to include design of front elevation


NORTH
0'
4'
8'
16'
32'
DELIVERY ENTRY
ADULT READING ROOM
STAFF AREA
PLYMOUTH AVENUE
EXTERIOR BOOK DROPS
INTERIOR BOOK DROPS
CHILDREN'S AREA
MAIN ENTRY
TEEN AREA
PUBLIC RESTROOMS
PROGRAM ROOM
PUC PROPERTY
OCEAN AVENUE

INGLESIDE BRANCH LIBRARY

PEER DESIGN REVIEW 6.2.05

FLOOR PLAN

FOUGERON / GROUP 4

RANCH LIBRARY
ROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

New Ingleside Branch Library
Frequently Asked Questions

. Why are we building a new branch library?

. In November 2000, the voters overwhelmingly passed a bond measure to upgrade San rancisco's branch library system. One of the bond's priorities is to replace four branches rrently housed in leased facilities with City-owned buildings. The Ingleside branch is located in leased facility, the former Bank of America building.

. What will be some of the benefits of the new branch?

- Prominent corner location
- Expanded collections of books, magazines, CDs, videos, DVDs & other materials
- Program room for library programs such as story time and after school homework help, with after hours access for community meetings
- Flexible design to accommodate future technologies
- A large reading area
- Expanded children's area
- More functional staff work areas
- Space to accommodate school visits
- A designated teen area
- New furniture
- Clear signage
- More computers
- Wireless (Wi-Fi) access to the internet
- Express self-check out machines
- Inviting views to the outside
- A variety of seating choices
- 24-hour book return
- Maximum use of natural light
- Public art

How big will the new branch library be?

The new branch will be one story high and approximately 6,100 square feet.

Where will the new branch library be located?

The San Francisco Public Library has purchased (and removed!) the Sunset Auto shop at 1298 ean Avenue (at Plymouth) to build a new branch library.

When will it be built?

Construction is scheduled to begin in spring 2006, with the new branch to open late 2007.

Who are the architects?

The architecture team of Fougeron Architecture/Group 4 Architecture Research + Planning, Inc.

Q. Will the amount of books increase?
A. Yes. The materials (books, CDs, DVDs, videos, books on tape, etc.) collection will expand. There will also be additional tables, chairs, and computers.

Q. What happens to the existing furniture?
A. The furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, and sustainability.

Q. Will the branch library close during construction?
A. No. The current branch will not close until the new one is completed in 2007. There may be a short disruption of service while books and materials are transferred to the new building.

Q. Will there be Public Art?
A. Yes. The Ingleside Branch Community Artist Selection Panel selected Eric Powell to create art for the new branch. Eric Powell has completed over 400 commissions over the past 15 years, manipulating and treating steel with a variety of techniques and coatings. Forms include functional items, such as gates, railings, and fences.

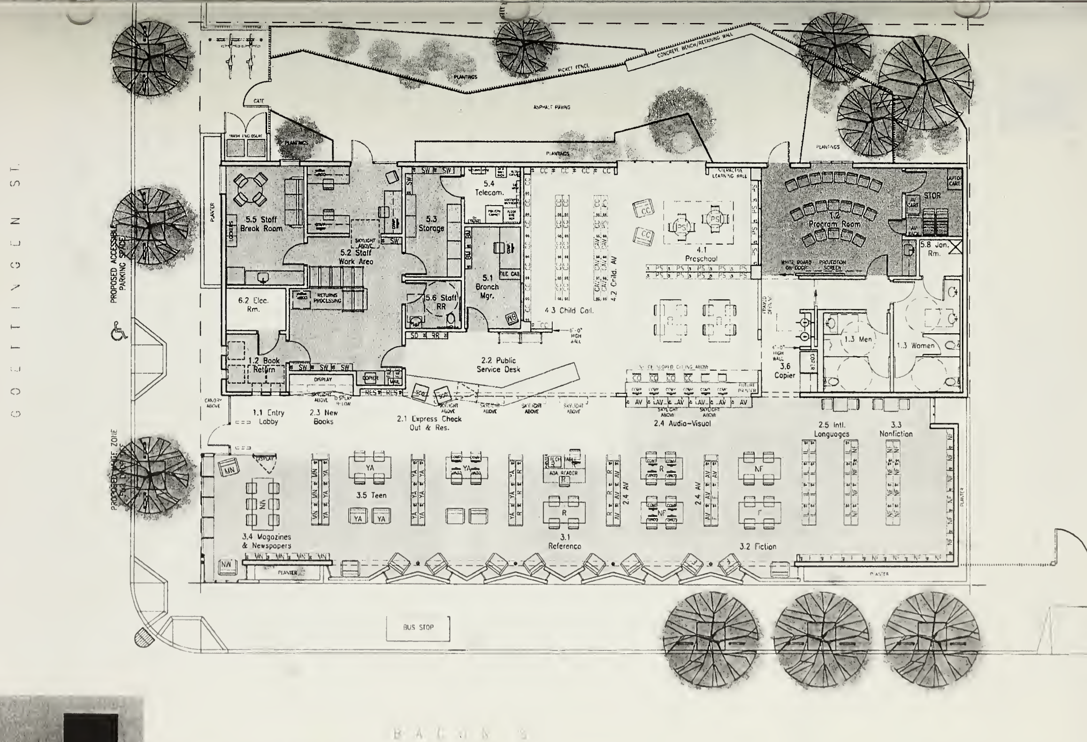
Q. Is the community involved in the design process?
A. Yes. A community needs assessment was conducted, which included interviews with key community stakeholders about materials, facilities, and services at the branch and a community survey analysis. Seven community meetings were held (March 2001, April 2002, November 2002, January 2003, June 2003, October 2003, and March 2005) to discuss sites, services and conceptual designs. The plans were also discussed at local community organization's meetings, at hearings regarding the property acquisition and planning approvals, at a demolition celebration in December 2003, and during a public design competition to choose the architect. Also, the Library Commission will hold a public Peer Review where an independent architect, an interior designer, an urban planner and/or other professionals will review the design.

Q. Where does the money come from to build the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. In addition, the library was awarded $3.7 million for the Ingleside branch, under the State's Proposition 14 funding for library construction. While the City bond and State grant pays for a significant portion of the costs, it does not pay for all the furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs. Call (415) 626-7512 ext.101 to help with the Friends campaign.

Q. How much will it cost for the new Ingleside Branch Library?
A. The project has a budget of $5.7 million for site acquisition, construction costs, permits, fees, consultant services, public art, etc. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about the new branch?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

3/10/05


GOETTINGEN ST
BACON ST
CONCRETE BENCH/RETAINING WALL
PICKET FENCE
PLANTINGS
ASPHALT PAVING
GATE
TRASH ENCLOSURE
PLANTER
PROPOSED ACCESSIBLE PARKING SPACE
PROPOSED WHITE ZONE
CANOPY ABOVE
BUS STOP
5.5 Staff Break Room
LOCKERS
5.2 Staff Work Area
SKYLIGHT ABOVE
RETURNS PROCESSING
5.3 Storage
5.4 Telecom.
5.1 Branch Mgr.
FILE CAB
5.6 Staff RR
6.2 Elec. Rm.
1.2 Book Return
DISPLAY
COPIER
MAIL
1.1 Entry Lobby
2.3 New Books
DISPLAY BELOW
2.1 Express Check Out & Res.
2.2 Public Service Desk
6'-0" HIGH WALL
4.3 Child Coll.
4.2 Child. AV
4.1 Preschool
INTERACTIVE LEARNING WALL
SLOPED CEILING ABOVE
FUTURE PRINTER
2.4 Audio-Visual
1.2 Program Room
WHITE BOARD ON DOOR
PROJECTION SCREEN
STOR
AV CART
5.8 Jan. Rm.
1.3 Men
1.3 Women
3.6 Copier
4'-0" HIGH WALL
2.5 Intl. Languages
3.3 Nonfiction
3.4 Magazines & Newspapers
3.5 Teen
3.1 Reference
ADA READER
2.4 AV
3.2 Fiction
PLANTER

BRANCH LIBRARY IMPROVEMENT PROGRAM

PORTOLA BRANCH SCHEMATIC DESIGN

Stoner Meek Noll & Tam architects

Site Plan / Floor Plan

May 31, 2005

RANCH LIBRARY
PROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

New Portola Branch Library
Frequently Asked Questions

Q. Why are we building a new branch library?
A. In November 2000, the voters overwhelmingly passed a bond measure to upgrade San Francisco's branch library system. One of the bond's priorities is to replace four branches currently housed in leased facilities with City-owned buildings. The Portola branch on San Bruno Avenue is located in a leased facility.

Q. What will be some of the benefits of the new branch?

- Main entrance on Goettingen Street
- Expanded collections of books, CDs, videos, DVDs & other materials
- Program room for library programs such as story time and after school homework help, with after hours access for community meetings
- Flexible design to accommodate future technologies
- Increased Chinese language collection
- Prominent reading area
- Expanded children's area
- More functional staff work areas
- Space to accommodate school visits
- A designated teen area
- New furniture
- Clear signage
- More computers
- Wireless (Wi-Fi) access to the internet
- Express self-check out machines
- A variety of seating choices, including lounge and reader seats
- Accessible restrooms
- 24-hour book return
- Maximum use of natural light
- Public art

Q. How big will the new branch library be?
A. The new branch will be one story high and approximately 6,300 square feet.

Q. Where will the new branch library be located?
A. The San Francisco Public Library has purchased a corner of the Martin Luther King, Jr. Middle School grounds at Goettingen & Bacon to build a new branch library.

When will it be built?
A. Construction is scheduled to begin in early 2006, with the new branch to open in early 2008 or sooner.

Q. Who are the architects?
A. The architecture team of Stoner Meek/Noll & Tam

Q. Will the amount of books increase?
A. Yes. The materials (books, CDs, DVDs, videos, books on tape, etc.) collection will expand. There will also be additional tables, chairs, and computers.

Q. What happens to the existing furniture?
A. The furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, and sustainability.

Q. Will the branch library close during construction?
A. No. The current branch will not close until the new one is completed. There may be a short disruption of service while books and materials are transferred to the new building.

Q. Will there be Public Art?
A. Yes. The Portola Branch Community Artist Selection Panel selected three artist semifinalists. After a community display of their work, one will be chosen to create art for the new branch.

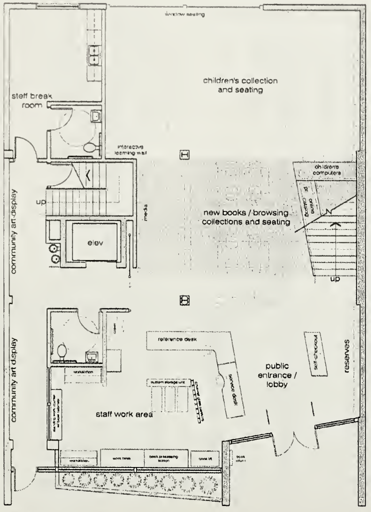
Q. Is the community involved in the design process?
A. Yes. A community needs assessment was conducted, which included interviews with key community stakeholders about materials, facilities, and services at the branch and a community survey analysis. Seven community meetings were held (April 2001, March 2002, October 2002, January 2003, September 2003, March 2004 and April 2005) to discuss sites, services and conceptual designs. The plans were also discussed at local community organization's meetings, at hearings regarding the property acquisition and during a public design competition to choose the architect. Also, the Library Commission will hold a public Peer Review where an independent architect, an interior designer, an urban planner and/or other professionals will review the design.

Q. Where does the money come from to build the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. While the City bond grant pays for a significant portion of the costs, it does not pay for all the furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs citywide. Call (415) 626-7512 ext.101 to help with.the Friends campaign.

Q. How much will it cost for the new Portola Branch Library?
A. The project has a budget of $4.8 million for site acquisition, construction costs, permits, fees, consultant services, public art, etc. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about the new branch?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

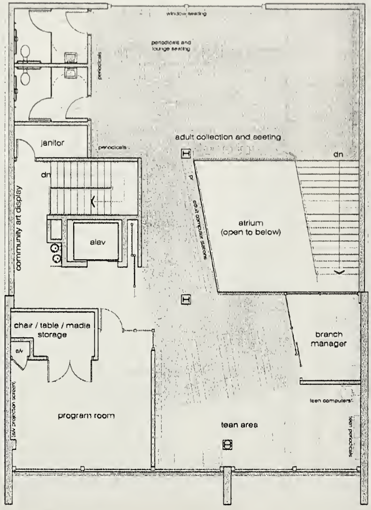
4/5/05


window seating
staff break room
children's collection and seating
interactive learning wall
children's computers
online catalog
up
media
new books / browsing collections and seating
elev
community art display
community art display
reference desk
service desk
self-checkout
reserves
public entrance / lobby
custom storage unit
workstation
staff work area
work table
book processing station
book drop
up

ground floor plan

scale: 1/4" = 1'-0"

N

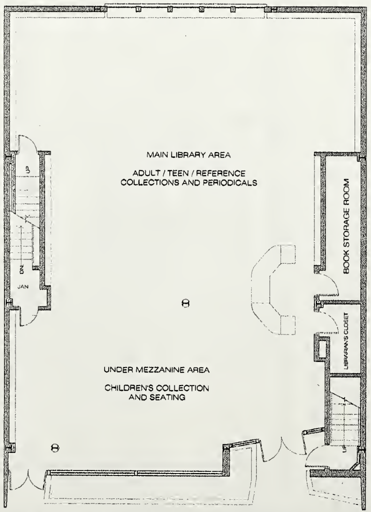

window seating
periodicals and lounge seating
periodicals
janitor
periodicals
adult collection and seating
dn
dn
community art display
elev
adult computer stations
atrium (open to below)
chair / table / madia storage
a/v
branch manager
a/v projection screen
program room
teen computers
teen area
teen periodicals

second floor plan

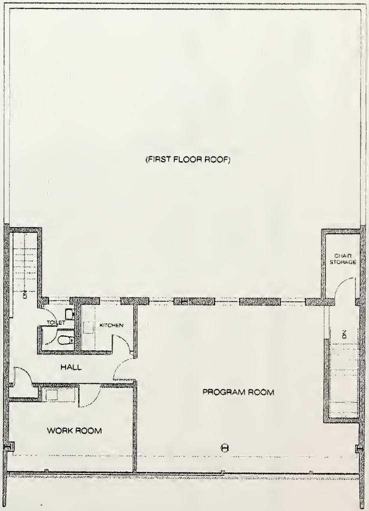
scale 1/4" = 1'-0"

N

existing floor plans


MAIN LIBRARY AREA
ADULT / TEEN / REFERENCE COLLECTIONS AND PERIODICALS
UNDER MEZZANINE AREA
CHILDREN'S COLLECTION AND SEATING
BOOK STORAGE ROOM
LIBRARIAN'S CLOSET
JAN
DN
UP

EXISTING GROUND FLOOR PLAN


(FIRST FLOOR ROOF)
CHAIR STORAGE
TOILET
KITCHEN
HALL
PROGRAM ROOM
WORK ROOM
DN

EXISTING SECOND FLOOR PLAN

BRANCH LIBRARY
MPROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

Potrero Branch Library Renovation
Frequently Asked Questions

Q. What are the plans for the branch?

A. The renovation priorities include making the branch seismically safe, fully accessible, and technologically updated. Both the public and staff areas will become more functional. The renovation will make the building accessible by adding an elevator and new public restrooms. An addition at the rear of the second floor will provide space needed to offset these new elements in other parts of the building.

Q. What will be some of the benefits of the renovated branch?

- Seismic strengthening
- New accessible restrooms
- New elevator and stairs
- Expanded second floor with City views
- A designated Teen Area
- Maximum use of natural light, including a new central atrium and skylight
- New furniture, shelving, and materials displays
- Accessible program room for library programs with after hours access for community meetings
- Children's Area designed for homework assistance, children's programs, class visits, early childhood learning experiences, collection highlights, and flexibility
- Wall space for neighborhood displays
- 24-hour book return
- More computers with access to the internet and library online resources
- Wireless (Wi-Fi) access to the internet
- Express self-service check out stations
- Comfortable seating and a variety of seating choices for quiet reading and studying
- Infrastructure to provide modern technologies and flexibility for the future
- Clearer signage
- More functional staff work areas
- Improved heating and natural ventilation
- Public art

Q. When will the branch be closed and for how long?

A. The branch is scheduled to close for construction in summer 2006, after the new Mission Bay branch opens, and will re-open in 2008. During the renovation, library services will be vided by increasing hours at nearby branches, holding programs at neighborhood community centers and by bookmobile service.

Q. Who are the architects?
A. Bureau of Architecture's Library Design Studio, Department of Public Works, City & County of San Francisco.

Q. Will the amount of books increase?
A. The collection (books, CDs, DVDs, videos, books on tape, etc.) size will remain the same and materials will be easier to find on new shelves in an improved layout.

Q. What happens to the existing furniture?
A. Most of the furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, sustainability, as well as the architectural period.

Q. Was the community involved in the design process?
A. Yes. A survey was conducted in fall 2004, where 309 people gave their opinion about materials, facilities, and services at the branch. Two community meetings were held at the branch to discuss conceptual designs (November 2004 & January 2005). The Library Commission will hold a public Peer Review where an independent architect, an interior designer and other professionals will review the design. Then the architects will go back to the community to continue to refine the plans.

Q. Where does the money come from to renovate the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. The bond's priorities are to reduce seismic risk, meet modern technological needs and current code requirements, comply with the Americans with Disabilities Act (ADA), and provide spaces that are responsive to current services, yet flexible enough to meet future needs. In addition, while the bond pays for a significant portion of the costs, it does not pay for furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs. Call (415) 626-7512 ext. 103 to help with the Friends campaign.

Q. How much does construction cost for the Potrero Branch?
A. The project has an estimated construction budget of $2.6 million to renovate the existing building, not including furniture and equipment or soft costs. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about my branch renovation?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

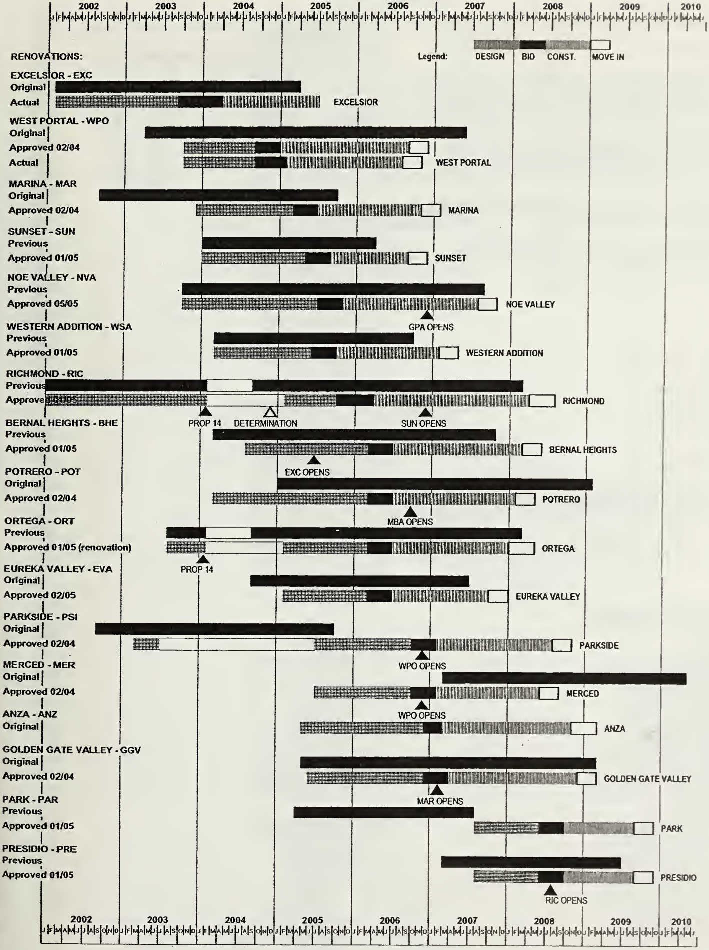
4.2.05

CURRENT BU REPORT-2000 Branch Library Improvement Bond Program
June 2, 2005

	BUDGET		REVENUE						
			FUND STRATEGY			FUND STATUS		EXPENDITURES/ENCUMBRANCES	
Branch	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	Other Funds	Total All Sources	Appropriated	Total Available	Actual 31-Apr-05	New This Month
Site Acquisitions & New Construction									
Glen Park	4,570,000	4,881,000	4,681,000	200,000 (5)	4,881,000	4,728,250	4,728,250	275,058	7,206
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578 (1)	5,751,855	2,890,000	2,890,000	2,536,242	-
Mission Bay	3,350,000	3,957,000	3,957,000		3,957,000	3,957,000	3,957,000	3,651,339	16,868
Portola	4,570,000	4,818,520	4,388,000	430,520 (5)	4,818,520	2,435,000	2,435,000	1,876,730	-
Visitacion Valley	5,320,000	5,884,500	5,826,500	58,000 (6)	5,884,500	2,870,000	2,870,000	2,232,632	-
Support Services	9,080,000	8,946,342	8,876,000	70,342 (6)	8,946,342	8,626,000	8,626,000	8,834,111	1,486
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*4,225,440*	*34,239,217*	*25,506,250*	*25,506,250*	*19,406,112*	*25,560*
Renovations									
Anza	4,740,000	4,503,000	4,503,000		4,503,000				
Bayview	3,820,000	3,629,000	3,629,000		3,629,000			18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		5,082,500			164,829	15,613
Eureka Valley	4,580,000	4,351,000	4,351,000		4,351,000			18,259	
Excelsior	3,820,000	3,649,000	3,649,000		3,649,000	3,629,000	3,629,000	3,266,502	94,008
Golden Gate Valley	5,340,000	5,073,000	5,073,000		5,073,000	50,000	50,000		
Marina	4,110,000	3,904,500	3,904,500		3,904,500	976,125	976,125	553,509	-
Merced	4,200,000	3,990,000	3,990,000		3,990,000	-	-		
Noe Valley	4,410,000	4,862,318	4,862,318		4,862,318	1,047,125	1,047,125	800,712	10,780
North Beach	3,460,000	3,763,600	3,287,000	476,600 (5)	3,763,600	821,750	821,750	118	
Ortega	3,560,000	3,382,000	3,382,000		3,382,000	350,000	350,000	142,007	1,247
Park	1,310,000	1,310,000	1,244,500	65,500 (5)	1,310,000	-	-		
Parkside	2,880,000	3,236,000	3,236,000		3,236,000	2,736,000	2,736,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500		4,018,500	-	-	89,919	6,090
Presidio	1,530,000	1,530,000	1,453,500	76,500 (5)	1,530,000	353,400	353,400	136,152	-
Richmond	7,630,000	9,022,642	1,137,606	7,885,036 (1) (2)	9,022,642	2,441,500	2,441,500	1,093,174	39,426
Sunset	1,490,000	1,490,000	1,415,500	74,500 (5)	1,490,000	1,415,500	1,415,500	276,050	6,279
West Portal	4,110,000	4,554,500	4,554,500		4,554,500	976,125	976,125	3,855,079	33,423
Western Addition	3,430,000	3,258,500	3,258,500		3,258,500	-	-	262,629	4,577
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*8,578,136*	*74,610,060*	*14,796,525*	*14,796,525*	*10,767,224*	*211,443*
Program-Wide Services & Costs									
Library's Program Costs	800,000	800,000	800,000		800,000	600,000	600,000	701,522	109,367
Program Consultants	750,000	750,000	750,000		750,000	562,500	562,500	177,126	5,208
Program Management	3,600,000	4,900,000	4,900,000		4,900,000	1,013,822	1,013,822	1,510,158	40,181
Real Estate Dept	120,000	235,281	235,281		235,281	235,281	235,281	235,281	
Art Enrichment Program		302,000	302,000		302,000	302,000	302,000	161,020	35,644
Interim Services		438,400	253,542	184,858 (4)	438,400	300,000	300,000	433,322	3,000
Moving Reserve	4,360,000	410,000	94,858	315,142 (4)	410,000				
Furniture Reserve	15,000,000	16,000,000		16,759,170 (3) (1)	16,759,170				
Bond Financing Costs	1,500,000	1,000,000	1,000,000		1,000,000	338,622	338,622	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618	349,861 (5)	1,833,479				
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*17,609,031*	*27,428,330*	*3,352,225*	*3,352,225*	*3,508,480*	*193,400*
TOTAL	**133,265,000**	**135,518,437**	**105,865,000**	**30,412,607**	**136,277,607**	**43,655,000**	**43,655,000**	**33,681,816**	**430,403**

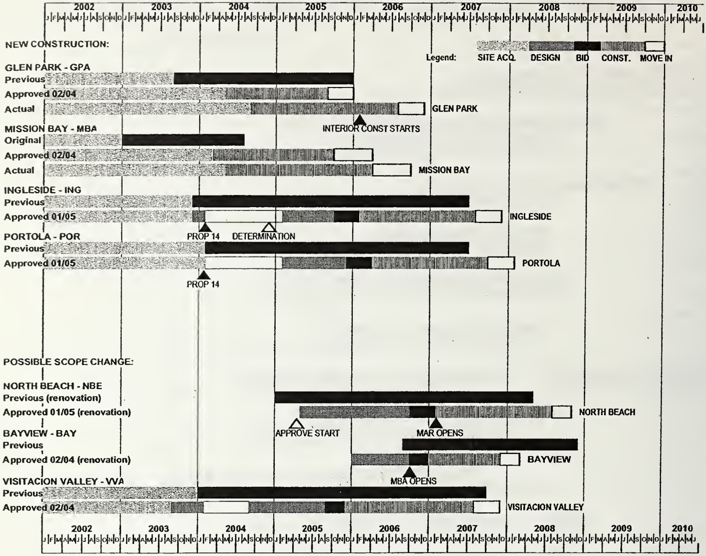
(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond Interest proceeds ($1,673,481)
(6) Rents received ($128,342)

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



June 02, 2005

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch	Contacts	Statistics	Activities	Schedule

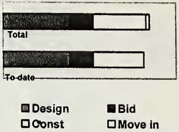
Excelsior Branch

4400 Mission Street

District/Supervisor:
11 / Sandoval
Architect:
DPW Bureau of Architecture
Contractor:
CDX Builders

Bid:	**$1,793,800**
Change Orders:	**$252,229**
Total Contract:	**$2,046,029**
Payments:	**$1,700,630**
Duration:	**520 days**
Extensions:	**-62 days**
Total Duration:	**458 days**
End date:	**06/17/05**

Flooring complete
Final casework installations
Punch list items; final punch list next week
DTIS phone installation
Furniture installation
4 change orders since last report – various revisions, signage & owner requested changes



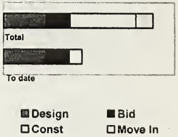
West Portal Branch

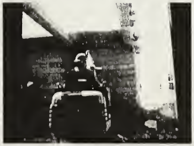
900 Ulloa Street

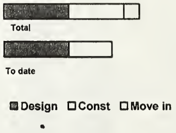
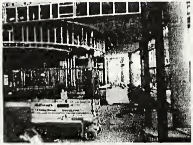
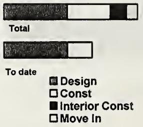
District/Supervisor:
7 / Elsbernd
Architect:
Thomas Hacker Architects
Contractor:
MH Construction

Bid:	**$2,980,000**
Change Orders:	**$0**
Total Contract:	**$2,980,000**
Payments:	**$113,138**
Duration:	**460 days**
Extensions:	**0 days**
Total Duration:	**460 days**
End Date:	**8/9/06**

Building demolition at rear
No change orders since last report





Branch	Contacts	Statistics	Activities	Schedule
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,635 **Change Orders:** $17,791 **Total Contract:** $2,451,427 **Payments:** $829,608 **Duration:** 638 days **Extensions:** 0 days **Total Duration:** 638 days **End Date:** 12/06/05	Metal stud installations Topping out June 3, 2005 No change orders since last report	
				
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion:** 12/31/05* *** Interior construction begins**	Exterior formwork removed Forming stairs in lobby No payments made till finished Design of interior construction proceeding. Bid fall 2005.	

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
JUL 25 2005
SAN FRANCISCO
PUBLIC LIBRARY

)05
roved
n Newsom
or

les A. Higueras, A.L.A.
dent

en A. Coulter
President

n Marte Bautista
ie K. Chin
lle Gomez
y Kane
rah Strobin
missioners

Herrera
Librarian

ael Housh
mission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, June 2, 2005.
(As approved amended July 21, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, June 2, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Commissioner Coulter at 4:04pm.

The following members were present: Commissioners Coulter, Gomez, Kane, and Strobin. President Higueras and Commissioners Bautista and Chin's arrival was expected. President Higueras joined the meeting at 4:16pm. Commissioner Bautista joined the meeting at 4:24pm.

Commissioner Coulter announced that Agenda Item #2 ELECTION OF COMMISSION OFFICERS FOR 2005 would be continued to the June 16th regular meeting of the Public Library Commission.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public said "Stop the hate, stop the ignorance. Don't give money to the Friends and Foundation. Don't accept money from the Friends and Foundation". This person then spoke about what they described as commendation of nine library activists by noted library world figure Sandy Berman, a recipient of the American Library Association's (ALA) highest honors. This person then commented on their remarks related to a litmus test in the selection of the City Librarian.

Mr. Peter Warfield also noted Mr. Sandy Berman, who he described as a champion of "user friendly" catalogs, recognition of library activists. Mr. Warfield also discussed San Francisco Board of Supervisors Library Citizens Advisory Committee (LCAC) actions taken at its May 25th meeting concerning the Library's book budget and in opposition to use of RFID technology.

AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson presented a brief outline and overview of how the peer review would be conducted. Ms. Thompson next introduced the members of the Peer Review Panel, Mr. Michael Tauber, Mr. Chandler McCoy, and Mr. John Pederson, and then briefly outlined their professional background and experience. Ms. Thompson then began the first peer review by introducing the architects of the Ingleside Branch Library, Ann Fougeron, Ann Fougeron Architecture and Group 4 Architects. Ms. Thompson noted that at present the project was $300,000 over budget and that revisions in the plans were under review to address this situation.

Ms. Fougeron then presented a detailed overview of the design development for this project and discussed aspects of details shown in drawings presented. (see attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who presented the Library's response to the proposed design for the new Ingleside Branch Library. The Deputy City Librarian outlined the history of this project, emphasizing the extensive review and community input that was gathered on this project during the preparation of its ultimately successful application for Prop. 14 State Library Construction Bond funds. Mr. Underwood noted more books, seating and computers, as well as a program would be provided in the new facility. The Deputy City Librarian found the architects proposal meet the functional and service plan needs of the adult and children as well as space for teen users outlined by the Library staff and the Community.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. (Copy attached)
Mr. Pederson presented his review and comments. (Copy attached)

Public comment on AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

An anonymous member of the public spoke about a lack of information about the qualifications and expertise of the panelists. This person then discussed aspects of the proposed design calling attention to challenges involved in addressing the proposed designs for the Children's Center and the Main Reading Room. This person wondered how standards of quiet could be maintained and questioned the exterior design's connection to the neighborhood, suggesting that the direction of future development in the neighborhood was unknown.

Mr. Dan Weaver, Friends of the Ingleside Library, was pleased with the proposed design especially noted that the proposed Children's areas would be a magnet for neighborhood children. Mr. Weaver found the new branch library to be a major addition to the neighborhood and urged careful attention be paid to the details. Mr. Weaver recommended use of native plants in the courtyard that would attract butterflies and birds and suggested use of a Ginkgo tree instead of the proposed Eucalyptus.

Ms. Melissa Riley, Librarian's Guild, expressed concern with the lack of professional library experience among the Peer Reviewers, and inquired about the functionality of some of the proposed aspects of the branch design, including the children's spaces, potential noise issues, about the dimensions and look of the Main Reading Room, the lack of sufficient tables and concerning how the branch librarian's might function within the spaces as designed.

Mr. Peter Warfield complained that explanatory materials were not available in advance of the presentation suggesting that this deprived the public of opportunity to review and consider what was being proposed. Mr. Warfield expressed his concerns with the reader seating, the new branches' book count, and allocation of space for computers.

Ms. Kathleen Maddox, a 21 year Westwood Park resident and regular branch library user, found the proposed interior design pleasing but expressed concern that the proposed Children's area was too adjacent to the front door. This neighbor found the proposed contemporary exterior design not to be harmonious with the neighboring Ingleside and Westwood Park and traditional Mediterranean, Arts & Crafts, and California Bungalow architectural designs found throughout the neighborhood.

Commission discussion of AGENDA ITEM #3 INGLESIDE LIBRARY PEER REVIEW

Commissioner Chin joined the meeting during the Peer Panel presentation.

Upon the Commission's resuming their seats, President Higueras assumed the Chair. Commissioner Strobin began the discussion of the Architects and Peer Panelists presentations.
Commissioner Gomez inquired about possible security concerns with the alcove entry and book drop locations, and Ms. Fougeron discussed the rationale behind the proposed design and noted that lighting could address some of these concerns.

Commissioner Bautista urged that consideration be give n to providing a secure parking area for the many baby carriages that the new branch library would certainly attract and noted that use of native plants in the courtyard garden could provide additional educational opportunities for the children using the new branch. Commissioner Bautista recommended consulting with a naturalist about how to use plants that could attract birds and butterflies.

Commissioner Chin suggested that any "native plants" used be carefully chosen considering the lack of funds available to maintain courtyard garden. Commissioner Chin inquired concerning the proposed lighting designs and about potential use of solar power installations at the new branch.

Commissioner Coulter questioned the use proposed for the courtyard garden area whether it was fenced in liked the suggestion that the program room after-hours entry be moved to the courtyard asked about bicycle parking found the proposed birds and butterflies a good idea asked about adequacy of security for the children's area.

Commissioner Kane expressed preference that the courtyard garden be usable and asked for a more detailed discussion of how much this design could put the project over its proposed budget.

President Higueras noted that challenges facing the architects to maintain design excellence within strict constraints of the project's budget and lauded the manner in which the seating was arranged. In response to President Higueras' question, Ms Fougeron confirmed that fencing enclosed the courtyard area creating a secure area. President Higueras noted challenges in making courtyards, a regular feature of branch libraries designed since the 1950s actually function. President Higueras found the proposed design delightful and a great opportunity to create a structure that would act as a beacon for the entire community. The Commission President lauded the height of the proposed roof design and the extensive use of natural light. Mr. Higueras expressed the hope that it could survive the design process

Commissioner Coulter noted how well the design fit into the mosaic of very different aspects of Ocean Avenue as it ran through the neighborhood.

President Higueras called a brief recess at 6:06pm.
The Library Commission returned to session at 6:20pm

AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson introduced the Architects for the Portola Branch Library, Mr. Chris Noll and Ms Jill Stoner. Mr. Noll presented a detailed overview of the design development for this project and then Ms. Stoner discussed details of the floor plans and drawings presented (copy attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who gave the Library's response to the proposed design for the new Portola Branch Library.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. . (Copy attached)
Mr. Pederson presented his review and comments. (Copy attached)

Commissioner Chin left the meeting during this Peer Panel presentation.

Public comment on AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Ms. Melissa Riley, Librarian's Guild, expressed the hope that the Branch Manager's concerns had been addressed, proposed community meeting room to small to be of use after hours lock up responsibilities. Ms. Riley suggested that as the Branch was so small perhaps a Branch Manager's Office wouldn't be needed. Ms. Riley urged consideration that room be found for a separate reference desk and observed that there was a rise of creating a wind tunnel at proposed doorway without a vestibule.

An anonymous member of the public criticized the architects characterization of the Portola Neighborhood that this person said was not a "walking area" and decried the location away from main streets. The person also criticized the $1.2 million price of the small property as too costly, suggested there was no parking available, found the proposed design wrong, and the information presented to meager.

Mr. Peter Warfield again noted that explanatory materials were not available in advance of the presentation, complaining that this deprived the public of opportunity to understand and comment on what was being proposed. Mr. Warfield decried what he found to be a change of policy by architecture and the lack of a separate reference desk. Mr. Warfield preferred having two librarians available to assist users, and criticized the proposed placement and use of express checkout and online reserves.

Ms. Toni Bernardi, Chief of Children's and Youth Services, emphasized the importance that there be separate and distinct areas for teens and children area.

Commission discussion of AGENDA ITEM #4 PORTOLA BRANCH LIBRARY PEER REVIEW

Commissioner Gomez inquired about the distinction between the areas for teen and children and was informed that there would be distinct areas for preschoolers, children, and a designated Teen area.

Commissioner Kane inquired concerning the placement of the Program Room and concerning the long walk it would take to reach it and about access to it from the Children's Area and about the window areas.

Commissioner Coulter inquired why flag poles, as were required on public buildings, could not be used to heighten the identity of the civic nature of the building and noted that he thought that the proposed exterior design could be more attractive. Commissioner Coulter inquired as to why the Library could not pursue a Planning Department variance that would allow for a better placement of the building on the site and suggested softening the proposed colors. Commissioner Coulter also proposed that staff discuss ways to facilitate the best possible placement of the new building on the site with school district staff and if needed gather political support to get Planning approvals for a variance.

President Higueras asked about and was informed concerning the design decisions concerning fencing along the access path to the Program Room and also suggested that staff go to a higher authority than a planner if variances were necessary to get the best design possible for this site. The Commissioners expressed willingness to apply political pressure to achieve necessary exceptions to standard plan requirements. President Higueras also recommended revisions to the entry area and found the overall look of the building with small windows and textured walls too much like an armory. President Higueras disagree with public comment suggestion the Portola was not a pedestrian neighborhood and noted nearby major neighborhoods streets.

Commissioner Bautista creating important and needed civic presence in community and felt the design as presented was not welcoming. Commissioner Bautista also recommended that the Children's areas have outside access and noted that this branch would very heavily used by children and teen users. Commissioner Bautista agreed that the Commissioner should take their concerns to the planning Commission if it was needed.

Commissioner Strobin inquired about the degree of privacy available in the proposed Teen areas and about use of the Program Room by teen users. Commissioner Strobin asked about the lighting available for users of the proposed window seating areas.

In response to President Higueras' noting that the Commissioners would like to further review aspects of this project's design, Ms. Thompson proposed present revisions at the next step in the regular design review process. The BLIP Manager then outlined the next steps in the project design process and discussed how the Planning Department issues that had been raised might be addressed.

AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

Bond Program Manager Marilyn Thompson introduced the Project Architect of the renovation of the existing Potrero Branch Library, Mr. Phil Sowers, Bureau of Architecture, Department of Public Works. Mr. Sowers presented a detailed overview of the design development for this renovation project and then discussed details of the floor plans and drawings presented (copy attached).

BLIP Manager Marilyn Thompson then introduced Deputy City Librarian Paul Underwood who gave the Library's response to the proposed design for the Potrero Branch Library renovations. The Deputy City Librarian outlined that challenges involved in the renovation of this very popular but very small neighborhood branch.

Mr. Tauber presented his reviews and comments. (Copy attached)
Mr. McCoy presented his comments and review. (Copy attached)

Mr. Pederson presented his review and comments. (Copy attached)

Public comment on AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

Mr. Chet Roaman, Council for Neighborhood Libraries (CNL) and Library Technology & Privacy Advisory Committee, suggested that changes could be made by moving the building's façade forward to add additional space. Mr. Roaman noted that the Community was very engaged and that the Branch Library was the center and crossroads of the neighborhood.

An anonymous member of the public lauded the simplicity of the current facility likening it to a neighborhood movie theatre with a cityscape as its screen. This person suggested that the entry design could be more welcoming and questioned how what was proposed without any increase in space for collections could cost $4 million.

Mr. Web Wren, Potrero Hill resident citing the limited 515 sq. ft of walking around space, proposed relocation of the front window designs to increate the amount of circulating space in the renovated facility. Mr. Wren suggested that south facing windows would provide the best lighting and that creating ability to see through the Branch Library to the cityview beyond was important.

Mr. Peter Warfield again noted that explanatory materials were not available in advance of the presentation complaining that this deprived the public of opportunity to understand and comment on what was being proposed. Mr. Warfield questioned the expense of this project, albeit liking the "artichoke" light fixtures, given the minimal results gained by the proposed renovation and suggested that a lot of money was being spent for little or no gain. Mr. Warfield commented that use of the Library's space for the Potrero Hill Art Show should not drive the renovation's design project and expressed concern about the use of glass stair treads.

Commission discussion of AGENDA ITEM #5 POTRERO BRANCH LIBRARY PEER REVIEW

President Higueras noted that the existing facility was charming and modest and suggested that the plan could be improved by switching staff areas forward. President Higueras also discussed the problems inherent in putting so much into such a small building and suggested perhaps the stairway and the exterior façade were overdone. President Higueras proposed that the current building's assets, its simplicity and charm with a great view guide creation of the renovation design.

Commissioner Coulter suggested relocation of the front door and realignment of the windows noting that the proposed renovation design lacks any "Ah!" factor given the spectacular views present in the existing building and noted that there had been much unhappy history with creation of small planter boxes at branch libraries. Commissioner Coulter suggested moving the Program Room and the staff areas to increase usable space.

Commissioner Bautista did not care for the façade or the stair design and suggested that the proposed entry be made more formal to create a civic presence.

Commissioner Strobin felt the proposed design did not fit in well with the neighborhood.

President Higueras observed that serious concerns with the proposed design made it necessary that revisions be brought back to Commission for further review.

AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

Ms. Thompson's noted that this monthly BLIP Manager's regular report contained no informational presentation. Ms Thompson presented her regular program budget, schedule, and construction reports (copies attached); as well as an update on active projects; and noted ongoing community outreach; and concluded by mentioning that there would be no special report this month.

Public comment on AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

An anonymous member of the public commented that this had been long and interesting meeting. This individual urged that, unlike situations in the past such as the relocation of the Pioneer Monument, that the Commissioners must consider cost and benefits including cost associated with undertaking a political battle when considering going forward with projects. This person concluded by noting that holding such discussions has a benefit to the Commission, the staff, and the public and sends a positive message.

Commission discussion of AGENDA ITEM #6 BOND PROGRAM MANAGER'S REPORT

President Higueras again thanked the Peer Review Panelists for their participation and important contributions to maintaining excellence in design in the Branch Library Improvement Program (BLIP).

AGENDA ITEM #7 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Coulter that the meeting be adjourned.

Approved by the following vote:
6-0 AYE (Bautista, Coulter, Higueras, Gomez, Kane, and Strobin)

There being no further business, the meeting was adjourned at 9:34 pm.

Michael Housh, Commission Secretary 6/7/05

Please note: These are draft minutes subject to revision by the public library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

ATTACHMENTS to the June 2, 2005 Minutes:

BLIP Manager's Budget & Schedule reports (6/2/05)

BLIP Manager's Report Slides (6-2-05)
Ingleside Design Review (6-2-05)
Portola Design Review (6-2-05)
Potrero Design Review 6-2-05)

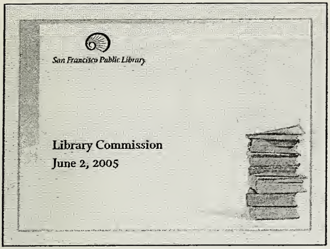
Appendix A

Library Commission meeting of June 2, 2005

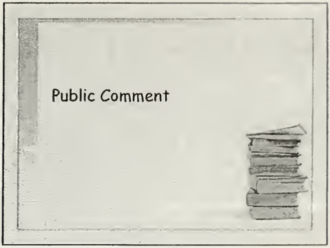
The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16..

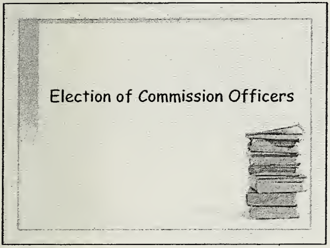
These summary statements are provided by the speaker. Their contents are neither generated by nor subject to approval or verification of accuracy, by the San Francisco Public Library Commission.

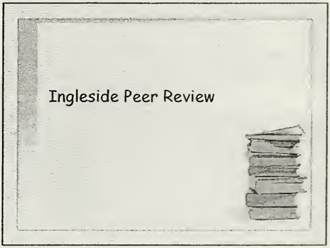
The number of members of the public who spoke anonymously at this meeting. 1

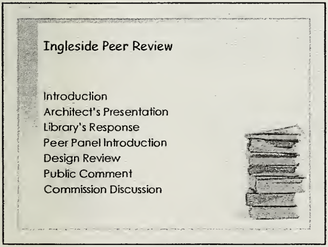

San Francisco Public Library

Library Commission
June 2, 2005

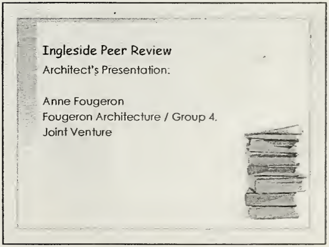

Public Comment


Election of Commission Officers


Ingleside Peer Review

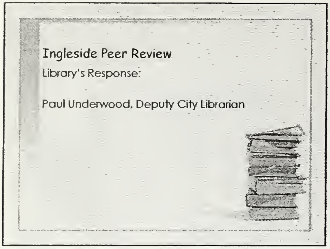

Ingleside Peer Review

Introduction
Architect's Presentation
Library's Response
Peer Panel Introduction
Design Review
Public Comment
Commission Discussion


Ingleside Peer Review

Architect's Presentation:

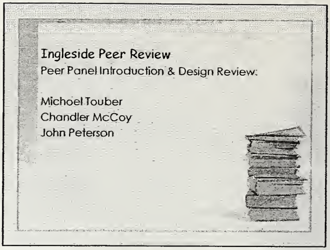
Anne Fougeron
Fougeron Architecture / Group 4.
Joint Venture



Ingleside Peer Review

Library's Response:

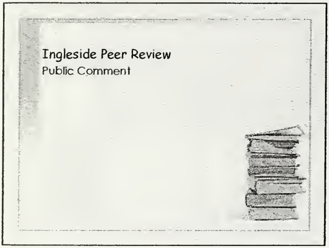
Paul Underwood, Deputy City Librarian



Ingleside Peer Review

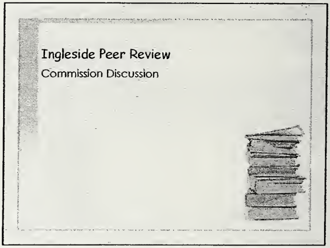
Peer Panel Introduction & Design Review:

Michael Touber
Chandler McCoy
John Peterson



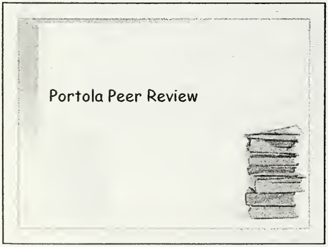
Ingleside Peer Review

Public Comment

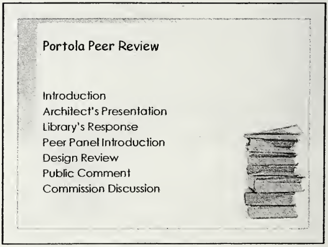


Ingleside Peer Review

Commission Discussion

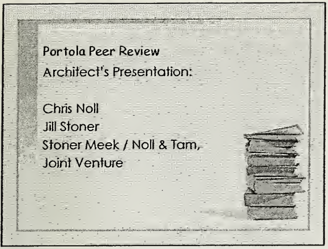


Portola Peer Review



Portola Peer Review

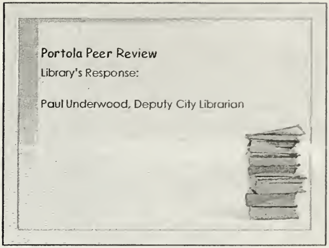
Introduction
Architect's Presentation
Library's Response
Peer Panel Introduction
Design Review
Public Comment
Commission Discussion



Portola Peer Review

Architect's Presentation:

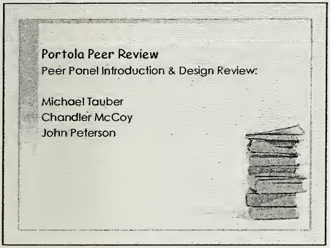
Chris Noll
Jill Stoner
Stoner Meek / Noll & Tam,
Joint Venture



Portola Peer Review

Library's Response:

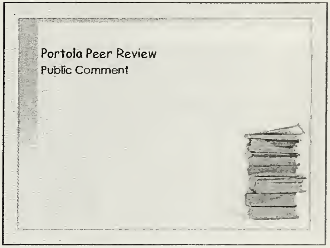
Paul Underwood, Deputy City Librarian



Portola Peer Review

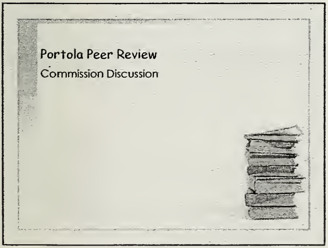
Peer Panel Introduction & Design Review:

Michael Tauber
Chandler McCoy
John Peterson



Portola Peer Review

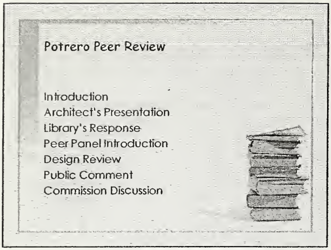
Public Comment



Portola Peer Review

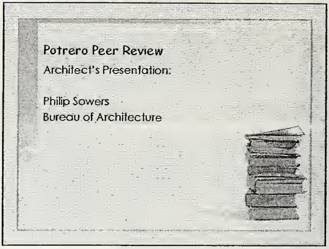
Commission Discussion

Potrero Peer Review



Potrero Peer Review

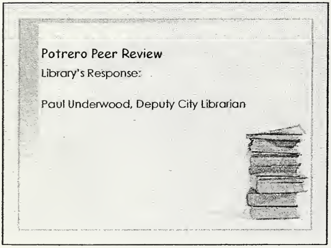
Introduction
Architect's Presentation
Library's Response
Peer Panel Introduction
Design Review
Public Comment
Commission Discussion



Potrero Peer Review

Architect's Presentation:

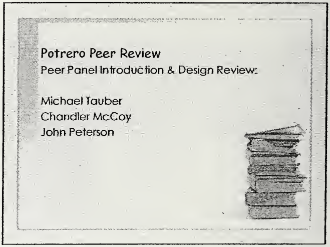
Philip Sowers
Bureau of Architecture



Potrero Peer Review

Library's Response:

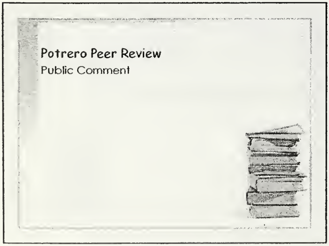
Paul Underwood, Deputy City Librarian



Potrero Peer Review

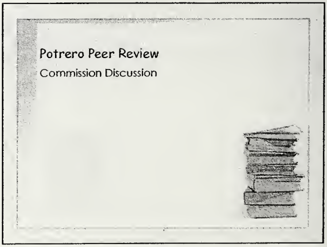
Peer Panel Introduction & Design Review:

Michael Tauber
Chandler McCoy
John Peterson



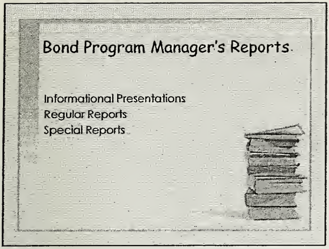
Potrero Peer Review

Public Comment



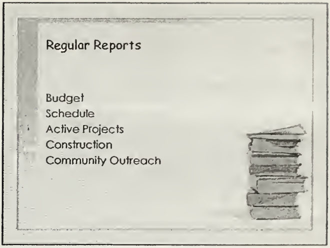
Potrero Peer Review

Commission Discussion



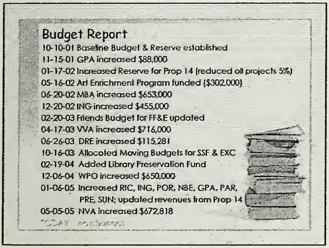
Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports



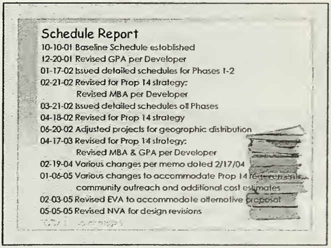
Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach



Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818

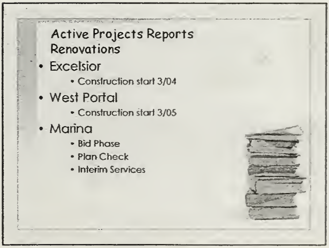


Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions

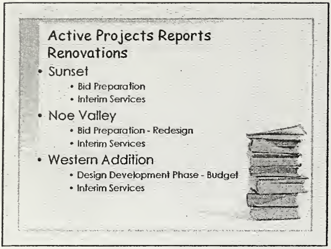
Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Peer Review
  - Submittal to State OLC
- Portola
  - Schematic Design Phase – Peer Review
  - Civic Design Review



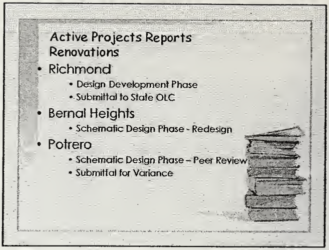
Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
- West Portal
  - Construction start 3/05
- Marina
  - Bid Phase
  - Plan Check
  - Interim Services



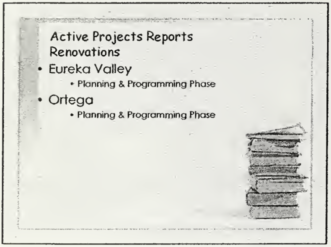
Active Projects Reports Renovations

- Sunset
  - Bid Preparation
  - Interim Services
- Noe Valley
  - Bid Preparation - Redesign
  - Interim Services
- Western Addition
  - Design Development Phase - Budget
  - Interim Services



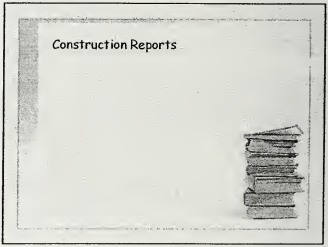
Active Projects Reports Renovations

- Richmond
  - Design Development Phase
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase – Peer Review
  - Submittal for Variance

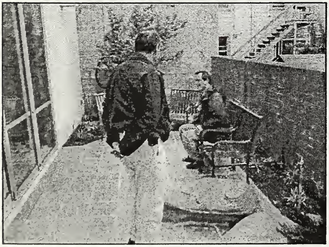


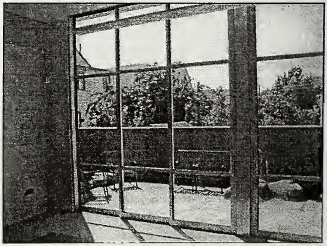
Active Projects Reports Renovations

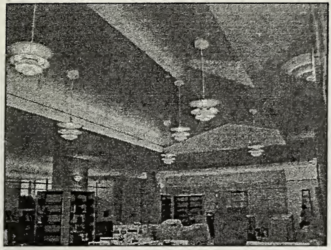
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase

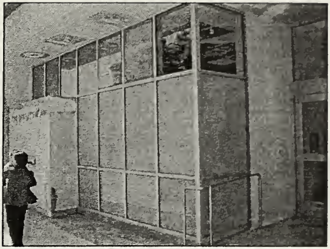


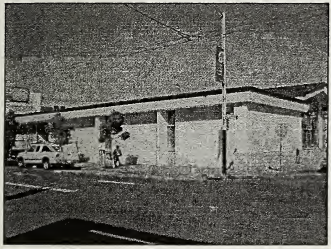
Construction Reports

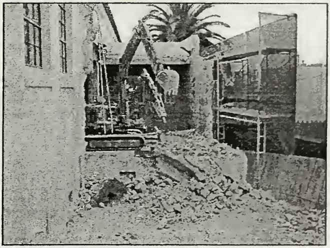




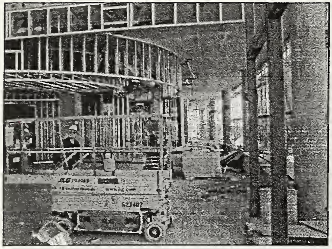


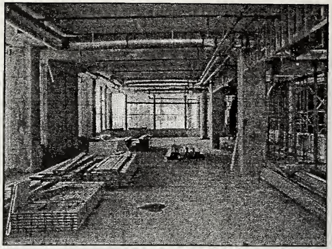


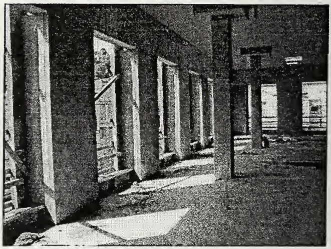


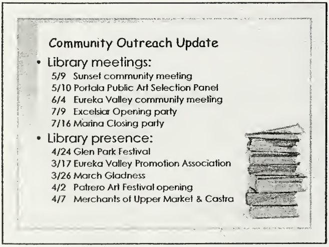


CAT



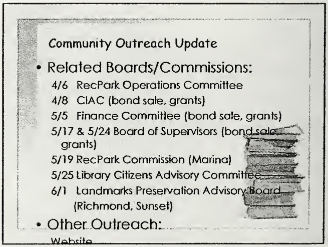






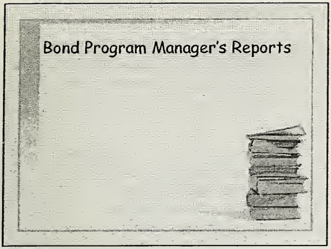
Community Outreach Update

- Library meetings:
  - 5/9 Sunset community meeting
  - 5/10 Portala Public Art Selection Panel
  - 6/4 Eureka Valley community meeting
  - 7/9 Excelsiar Opening party
  - 7/16 Marina Closing party
- Library presence:
  - 4/24 Glen Park Festival
  - 3/17 Eureka Valley Promotion Association
  - 3/26 March Gladness
  - 4/2 Patrero Art Festival opening
  - 4/7 Merchants of Upper Market & Castra

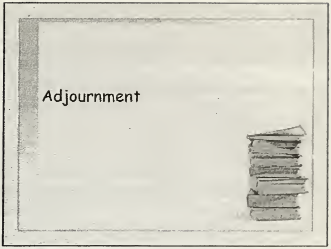


Community Outreach Update

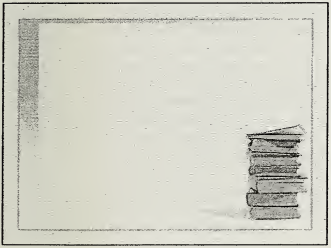
- Related Boards/Commissions:
  - 4/6 RecPark Operations Committee
  - 4/8 CIAC (bond sale, grants)
  - 5/5 Finance Committee (bond sale, grants)
  - 5/17 & 5/24 Board of Supervisors (bond sale, grants)
  - 5/19 RecPark Commission (Marina)
  - 5/25 Library Citizens Advisory Committee
  - 6/1 Landmarks Preservation Advisory Board (Richmond, Sunset)
- Other Outreach:
  - Website



Bond Program Manager's Reports



Adjournment



Ingleside Design Review 06-02-05

Architect presenting: Anne Fougeron, Fougeron / Group 4 Joint Venture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Resolve left over spaces around egg shape. Confirm exterior lighting.
- Rendering indicates a reading room volume & desired feel that is not carried out due to stack locations & height, lack of reading tables.
- Maintain openness between main reading room & garden. Should also see garden from entry.
- Tallest space in the children's room is not appropriate. Show where strollers can be parked. And visually engage children's room more with library proper, without creating security concerns. Verify sightlines & ease of access from reference desk to children's room, teen's and stacks.
- Reconsider symmetrical light monitors.
- Double roof creates appropriate scale but at significant cost, providing only civic presence. Consider other design options.
- Good balance between neighborhood compatibility & civic presence. Don't discard floating roof too quickly. Maintain brick or block exterior finish.
- Color / materials palette may be too costly. Careful if relying on them but have to change them later.
- Passive cooling mentioned & supported but there is no cross ventilation.
- Bicycle parking location inappropriate & inadequate.
- Concerned about courtyard. Other libraries have abandoned them due to security & maintenance issues. Not designed as a view garden.
- Move program room after-hours entry to garden side, more gracious & gives garden more purpose.
- Delete windows at program room, for more display surface, better ability to black out room & to reduce cost.
- Separate program room from library with sliding, not roll up, doors.
- Verify glazing is correct to block noise from the street (double pane with lamination).
- Landscape design is different than described. Eucalyptus trunks will not be attractive from inside nor will it create an outdoor room. Design courtyard for both gathering areas & space to be alone. Design should depend on use: open for patrons or viewing garden only.
- Compelling issue is cost. Push architects to get what they want at your budget.

Conclusion:

- Response to be made to Commission
- Response to include budget resolution

Portola Design Review 06-02-05

Architect presenting: Jill Stoner, Chris Noll, Stoner Meek / Noll & Tam Joint Venture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Tie two sides of building (Bacon St "front" elevation and entry elevation) together more. Study composition of corner element, canopy, signs. Consider lower parapet, continuous horizontal banding, more transparency on the corner.
- Soften west side. Consider trees on school property, variance for openings, enhancing idea of two volumes separated by window.
- Folded walls unattached from rest of building; not "done" yet. Bacon St elevation is ugly.
- Allusion to books on Bacon St elevation sets this library apart; study detailing, color, texture, window size, and modulation of light further.
- Continue use of simple materials in new ways.
- Reconsider how school's chain link fencing abuts library.
- Increase visual connection to garden from various points in library.
- Confirm stucco quality is high grade durable installation.
- Develop landscape design in rear. Determine if access path, gathering place or view garden. Reconsider asphalt. Consider direct access to garden from children's area. Align break out space with program room. Justify angles.
- All four sides are visible & need to be developed equally.
- Don't change rear fence to chain link – integral to view garden concept.
- Flip staff bike parking with trash enclosure.
- Plant selection in planters is critical to their success. Consider eliminating small planters, maintenance problem.
- Chair selection at Bacon St niches critical. Chair shown is not affordable.
- Increase definition / visibility of children's area from front door / desk. Ceiling zones work well to define spaces. Consider ceiling or lighting change at Bacon St reading niches.
- Make teen area distinctive.
- Verify if flagpole required.

Conclusion:

- Response to be made to Commission
- Response to include design of Bacon St elevation

Potrero Design Review 06-02-05

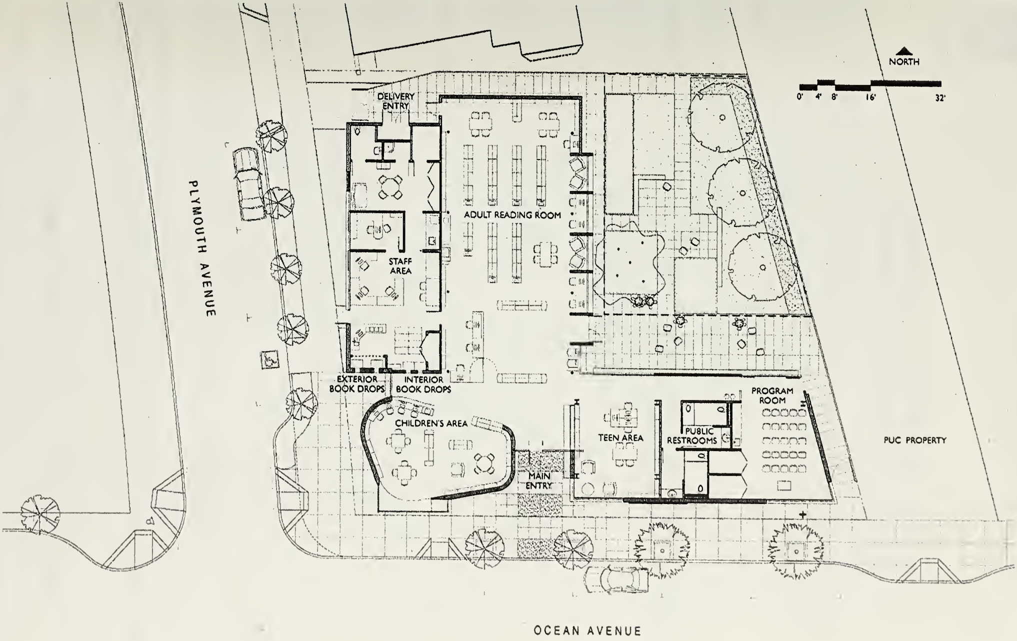
Architect presenting: Philip Sowers, Bureau of Architecture
Library response by: Paul Underwood, Deputy City Librarian
Peer panelists: Michael Tauber (Michael Tauber Architecture), Chandler McCoy (Presidio Trust), & John Peterson (Peterson Architects)

Summary:

- Highlight the view to downtown at rear of building; it is the most significant feature. Consider if it can be seen from the entry.
- Reconsider location of / need for branch manager's office.
- Verify not losing flexibility for atrium. Confirm size of atrium and stair is proportional to building's effective width. Concern about glass stairs.
- Look for more efficiency in floor plan. High ratio of circulation space to functional area. Be prepared that floor plan may be as efficient as it can be.
- Reconsider entry- how far set back, activity such as bench, need for a vestibule, premise of original building's angles.
- Planter against curtain wall difficult to maintain.
- Clerestory should face north. Consider saw-tooth due to variance condition. Make proposal to Larry Badner, zoning administrator.
- Study glazing pattern, sunshade, entry canopy and signage composition in context with neighboring residential. Fit in but retain civic character.
- Complex glazing pattern can fit in / work. Assure that details are not fussy or commercial, more like the original innocent charm (visible in 1960's photo). Tone it down.
- Consider monolithic material or careful selection of slate proposed at front elevation.
- Support passive ventilation & natural light techniques of clerestory plus cross ventilation.
- Verify cost of interior finishes proposed.
- Reconsider location of staff workroom at front of building. Prefer seeing library spaces at front.
- Reconsider selling property & moving.

Conclusion:

- Response to be made to Commission
- Response to include design of front elevation


NORTH
0'
4'
8'
16'
32'
DELIVERY ENTRY
PLYMOUTH AVENUE
ADULT READING ROOM
STAFF AREA
EXTERIOR BOOK DROPS
INTERIOR BOOK DROPS
CHILDREN'S AREA
MAIN ENTRY
TEEN AREA
PUBLIC RESTROOMS
PROGRAM ROOM
PUC PROPERTY
OCEAN AVENUE

INGLESIDE BRANCH LIBRARY

PEER DESIGN REVIEW 6.2.05

FLOOR PLAN

FOUGERON / GROUP 4

ANCH LIBRARY
PROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

New Ingleside Branch Library
Frequently Asked Questions

Q. Why are we building a new branch library?
A. In November 2000, the voters overwhelmingly passed a bond measure to upgrade San Francisco's branch library system. One of the bond's priorities is to replace four branches urrently housed in leased facilities with City-owned buildings. The Ingleside branch is located in leased facility, the former Bank of America building.

). What will be some of the benefits of the new branch?

- Prominent corner location
- Expanded collections of books, magazines, CDs, videos, DVDs & other materials
- Program room for library programs such as story time and after school homework help, with after hours access for community meetings
- Flexible design to accommodate future technologies
- A large reading area
- Expanded children's area
- More functional staff work areas
- Space to accommodate school visits
- A designated teen area
- New furniture
- Clear signage
- More computers
- Wireless (Wi-Fi) access to the internet
- Express self-check out machines
- Inviting views to the outside
- A variety of seating choices
- 24-hour book return
- Maximum use of natural light
- Public art

. How big will the new branch library be?
. The new branch will be one story high and approximately 6,100 square feet.

. Where will the new branch library be located?
. The San Francisco Public Library has purchased (and removed!) the Sunset Auto shop at 1298 cean Avenue (at Plymouth) to build a new branch library.

. When will it be built?
onstruction is scheduled to begin in spring 2006, with the new branch to open late 2007.

. Who are the architects?
. The architecture team of Fougeron Architecture/Group 4 Architecture Research + Planning, Inc.

Q. Will the amount of books increase?
A. Yes. The materials (books, CDs, DVDs, videos, books on tape, etc.) collection will expand. There will also be additional tables, chairs, and computers.

Q. What happens to the existing furniture?
A. The furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, and sustainability.

Q. Will the branch library close during construction?
A. No. The current branch will not close until the new one is completed in 2007. There may be a short disruption of service while books and materials are transferred to the new building.

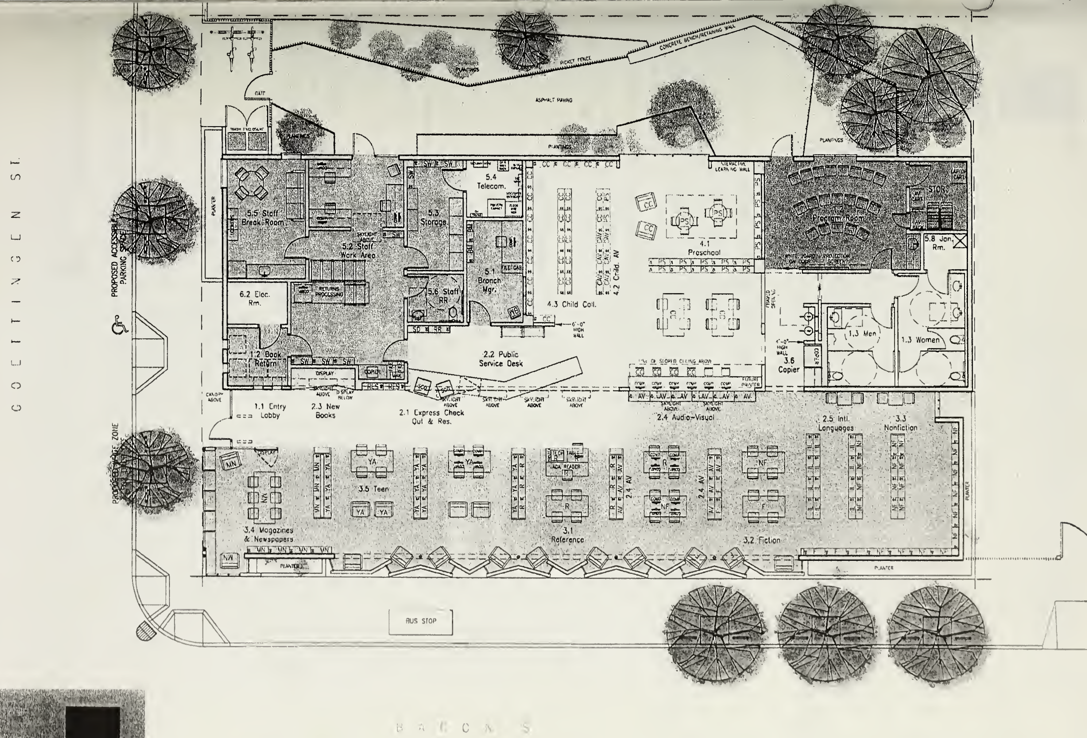
Q. Will there be Public Art?
A. Yes. The Ingleside Branch Community Artist Selection Panel selected Eric Powell to create art for the new branch. Eric Powell has completed over 400 commissions over the past 15 years, manipulating and treating steel with a variety of techniques and coatings. Forms include functional items, such as gates, railings, and fences.

Q. Is the community involved in the design process?
A. Yes. A community needs assessment was conducted, which included interviews with key community stakeholders about materials, facilities, and services at the branch and a community survey analysis. Seven community meetings were held (March 2001, April 2002, November 2002, January 2003, June 2003, October 2003, and March 2005) to discuss sites, services and conceptual designs. The plans were also discussed at local community organization's meetings, at hearings regarding the property acquisition and planning approvals, at a demolition celebration in December 2003, and during a public design competition to choose the architect. Also, the Library Commission will hold a public Peer Review where an independent architect, an interior designer, an urban planner and/or other professionals will review the design.

Q. Where does the money come from to build the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. In addition, the library was awarded $3.7 million for the Ingleside branch, under the State's Proposition 14 funding for library construction. While the City bond and State grant pays for a significant portion of the costs, it does not pay for all the furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs. Call (415) 626-7512 ext.101 to help with the Friends campaign.

Q. How much will it cost for the new Ingleside Branch Library?
A. The project has a budget of $5.7 million for site acquisition, construction costs, permits, fees, consultant services, public art, etc. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about the new branch?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.


GOETTINGEN ST
BACON ST
PROPOSED ACCESSIBLE PARKING SPACE
PROPOSED WHITE ZONE
BUS STOP
ASPHALT PAVING
PICKET FENCE
CONCRETE BENCH/RETAINING WALL
PLANTINGS
PLANTER
GATE
TRASH ENCLOSURE
1.1 Entry Lobby
1.2 Book Return
1.3 Men
1.3 Women
2.1 Express Check Out & Res.
2.2 Public Service Desk
2.3 New Books
2.4 Audio-Visual
2.4 AV
2.5 Intl. Languages
3.1 Reference
3.2 Fiction
3.3 Nonfiction
3.4 Magazines & Newspapers
3.5 Teen
3.6 Copier
4.1 Preschool
4.2 Child. AV
4.3 Child Coll.
5.1 Branch Mgr.
5.2 Staff Work Area
5.3 Storage
5.4 Telecom.
5.5 Staff Break Room
5.6 Staff RR
5.8 Jan. Rm.
6.2 Elec. Rm.
Program Room
STOR.
INTERACTIVE LEARNING WALL
LINE OF SLOPED CEILING ABOVE
SKYLIGHT ABOVE
CANOPY ABOVE
DISPLAY
RETURNS PROCESSING
COPIER
FUTURE PRINTER
6'-0" HIGH WALL
4'-0" HIGH WALL
ADA READER

![BRANCH LIBRARY IMPROVEMENT PROGRAM]

PORTOLA BRANCH SCHEMATIC DESIGN

Stoner Meek Noll & Tam architects

Site Plan / Floor Plan

May 31, 2005

ANCH LIBRARY
ROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

New Portola Branch Library
Frequently Asked Questions

Q. Why are we building a new branch library?
A. In November 2000, the voters overwhelmingly passed a bond measure to upgrade San Francisco's branch library system. One of the bond's priorities is to replace four branches currently housed in leased facilities with City-owned buildings. The Portola branch on San Bruno Avenue is located in a leased facility.

Q. What will be some of the benefits of the new branch?
- Main entrance on Goettingen Street
- Expanded collections of books, CDs, videos, DVDs & other materials
- Program room for library programs such as story time and after school homework help, with after hours access for community meetings
- Flexible design to accommodate future technologies
- Increased Chinese language collection
- Prominent reading area
- Expanded children's area
- More functional staff work areas
- Space to accommodate school visits
- A designated teen area
- New furniture
- Clear signage
- More computers
- Wireless (Wi-Fi) access to the internet
- Express self-check out machines
- A variety of seating choices, including lounge and reader seats
- Accessible restrooms
- 24-hour book return
- Maximum use of natural light
- Public art

. How big will the new branch library be?
. The new branch will be one story high and approximately 6,300 square feet.

. Where will the new branch library be located?
. The San Francisco Public Library has purchased a corner of the Martin Luther King, Jr. Middle chool grounds at Goettingen & Bacon to build a new branch library.

Vhen will it be built?
. Construction is scheduled to begin in early 2006, with the new branch to open in early 2008 or oner.

Q. Who are the architects?
A. The architecture team of Stoner Meek/Noll & Tam

Q. Will the amount of books increase?
A. Yes. The materials (books, CDs, DVDs, videos, books on tape, etc.) collection will expand. There will also be additional tables, chairs, and computers.

Q. What happens to the existing furniture?
A. The furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, and sustainability.

Q. Will the branch library close during construction?
A. No. The current branch will not close until the new one is completed. There may be a short disruption of service while books and materials are transferred to the new building.

Q. Will there be Public Art?
A. Yes. The Portola Branch Community Artist Selection Panel selected three artist semifinalists. After a community display of their work, one will be chosen to create art for the new branch.

Q. Is the community involved in the design process?
A. Yes. A community needs assessment was conducted, which included interviews with key community stakeholders about materials, facilities, and services at the branch and a community survey analysis. Seven community meetings were held (April 2001, March 2002, October 2002, January 2003, September 2003, March 2004 and April 2005) to discuss sites, services and conceptual designs. The plans were also discussed at local community organization's meetings, at hearings regarding the property acquisition and during a public design competition to choose the architect. Also, the Library Commission will hold a public Peer Review where an independent architect, an interior designer, an urban planner and/or other professionals will review the design.

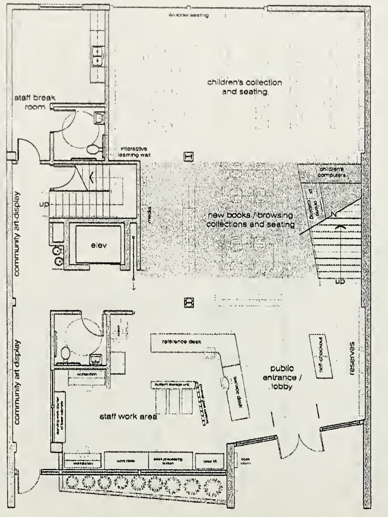
Q. Where does the money come from to build the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. While the City bond grant pays for a significant portion of the costs, it does not pay for all the furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs citywide. Call (415) 626-7512 ext.101 to help with the Friends campaign.

Q. How much will it cost for the new Portola Branch Library?
A. The project has a budget of $4.8 million for site acquisition, construction costs, permits, fees, consultant services, public art, etc. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about the new branch?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

4/5/05

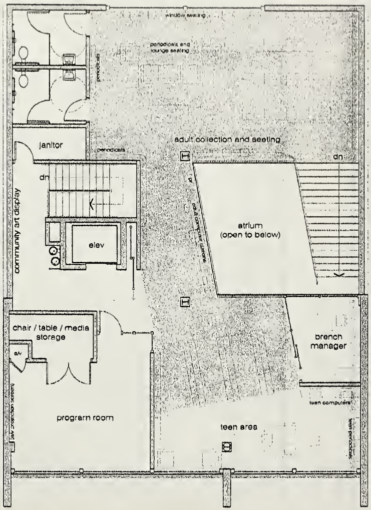
new floor plans and layout


window seating
children's collection and seating
staff break room
interactive learning wall
children's computers
up
media
new books / browsing collections and seating
elev
community art display
community art display
reference desk
service desk
public entrance / lobby
self-checkout
reserves
staff work area
work table
book processing station
book return

ground floor plan

scale: 1/4" = 1'-0"

N

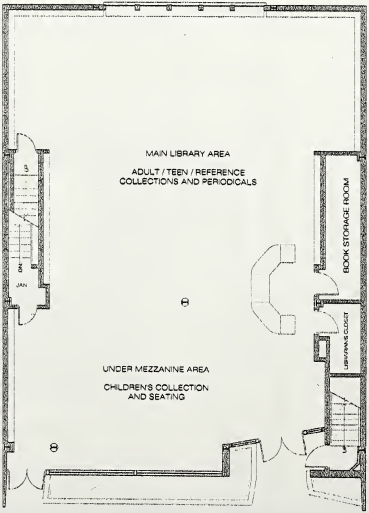

window seating
periodicals and lounge seating
periodicals
janitor
adult collection and seating
dn
community art display
elev
atrium
(open to below)
adult computer stations
chair / table / media storage
a/v
a/v projection screen
program room
branch manager
teen computers
teen area
teen periodicals

second floor plan

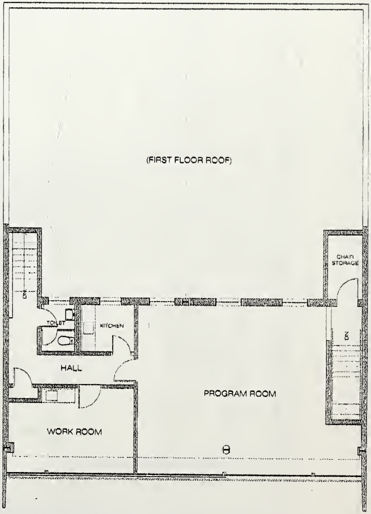
scale 1/4" = 1'-0"

N

existing floor plans


MAIN LIBRARY AREA
ADULT / TEEN / REFERENCE COLLECTIONS AND PERIODICALS
BOOK STORAGE ROOM
LIBRARIAN'S CLOSET
UNDER MEZZANINE AREA
CHILDREN'S COLLECTION AND SEATING
JAN
DN
UP

EXISTING GROUND FLOOR PLAN


(FIRST FLOOR ROOF)
CHAIR STORAGE
TOILET
KITCHEN
HALL
PROGRAM ROOM
WORK ROOM
DN

EXISTING SECOND FLOOR PLAN

BRANCH LIBRARY
MPROVEMENT PROGRAM

City & County of San Francisco
Branch Library Improvement Program

Potrero Branch Library Renovation
Frequently Asked Questions

Q. What are the plans for the branch?
A. The renovation priorities include making the branch seismically safe, fully accessible, and technologically updated. Both the public and staff areas will become more functional. The renovation will make the building accessible by adding an elevator and new public restrooms. An addition at the rear of the second floor will provide space needed to offset these new elements in other parts of the building.

Q. What will be some of the benefits of the renovated branch?

- Seismic strengthening
- New accessible restrooms
- New elevator and stairs
- Expanded second floor with City views
- A designated Teen Area
- Maximum use of natural light, including a new central atrium and skylight
- New furniture, shelving, and materials displays
- Accessible program room for library programs with after hours access for community meetings
- Children's Area designed for homework assistance, children's programs, class visits, early childhood learning experiences, collection highlights, and flexibility
- Wall space for neighborhood displays
- 24-hour book return
- More computers with access to the internet and library online resources
- Wireless (Wi-Fi) access to the internet
- Express self-service check out stations
- Comfortable seating and a variety of seating choices for quiet reading and studying
- Infrastructure to provide modern technologies and flexibility for the future
- Clearer signage
- More functional staff work areas
- Improved heating and natural ventilation
- Public art

Q. When will the branch be closed and for how long?
A. The branch is scheduled to close for construction in summer 2006, after the new Mission Bay branch opens, and will re-open in 2008. During the renovation, library services will be provided by increasing hours at nearby branches, holding programs at neighborhood community centers and by bookmobile service.

Q. Who are the architects?
A. Bureau of Architecture's Library Design Studio, Department of Public Works, City & County of San Francisco.

Q. Will the amount of books increase?
A. The collection (books, CDs, DVDs, videos, books on tape, etc.) size will remain the same and materials will be easier to find on new shelves in an improved layout.

Q. What happens to the existing furniture?
A. Most of the furniture will be replaced. The Library has developed interior design guidelines to help the architects and staff choose appropriate furniture based on functionality, ergonomics, durability, maintenance, flexibility, sustainability, as well as the architectural period.

Q. Was the community involved in the design process?
A. Yes. A survey was conducted in fall 2004, where 309 people gave their opinion about materials, facilities, and services at the branch. Two community meetings were held at the branch to discuss conceptual designs (November 2004 & January 2005). The Library Commission will hold a public Peer Review where an independent architect, an interior designer and other professionals will review the design. Then the architects will go back to the community to continue to refine the plans.

Q. Where does the money come from to renovate the branch?
A. In November 2000, the voters overwhelmingly passed a bond measure for $106 million to upgrade San Francisco's branch library system. The bond's priorities are to reduce seismic risk, meet modern technological needs and current code requirements, comply with the Americans with Disabilities Act (ADA), and provide spaces that are responsive to current services, yet flexible enough to meet future needs. In addition, while the bond pays for a significant portion of the costs, it does not pay for furniture, fixtures, and equipment. The Friends of the San Francisco Public Library will raise $16 million from private donations to pay for these costs. Call (415) 626-7512 ext. 103 to help with the Friends campaign.

Q. How much does construction cost for the Potrero Branch?
A. The project has an estimated construction budget of $2.6 million to renovate the existing building, not including furniture and equipment or soft costs. All designs are subject to change in order to meet this fixed budget limit.

Q. How do I find out more information about my branch renovation?
A. Contact the Branch Library Improvement Program at (415) 557-4354, check www.sfpl.org, or email BLIP@sfpl.org.

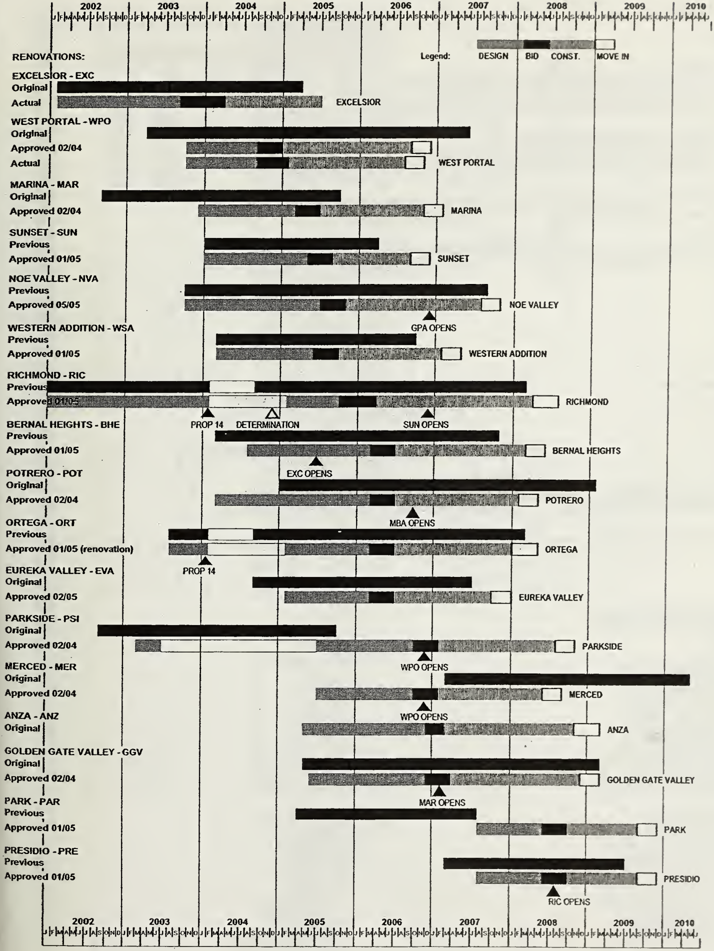
4.2.05

CURRENT BUL REPORT-2000 Branch Library Improvement Bond Program
June 2, 2005

Branch	BUDGET		REVENUE					EXPENDITURES/ENCUMBRANCES	
			FUND STRATEGY			FUND STATUS			
	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	Other Funds	Total All Sources	Appropriated	Total Available	Actual 31-Apr-05	New This Month
Site Acquisitions & New Construction									
Glen Park	4,570,000	4,881,000	4,681,000	200,000 (5)	4,881,000	4,728,250	4,728,250	275,058	7,206
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578 (1)	5,751,855	2,890,000	2,890,000	2,536,242	-
Mission Bay	3,350,000	3,957,000	3,957,000		3,957,000	3,957,000	3,957,000	3,651,339	16,868
Portola	4,570,000	4,818,520	4,388,000	430,520 (5)	4,818,520	2,435,000	2,435,000	1,876,730	-
Visitacion Valley	5,320,000	5,884,500	5,826,500	58,000 (6)	5,884,500	2,870,000	2,870,000	2,232,632	-
Support Services	9,080,000	8,946,342	8,876,000	70,342 (6)	8,946,342	8,626,000	8,626,000	8,834,111	1,486
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*4,225,440*	*34,239,217*	*25,506,250*	*25,506,250*	*19,406,112*	*25,560*
Renovations									
Anza	4,740,000	4,503,000	4,503,000		4,503,000				
Bayview	3,820,000	3,629,000	3,629,000		3,629,000			18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		5,082,500			164,829	15,613
Eureka Valley	4,580,000	4,351,000	4,351,000		4,351,000			18,259	
Excelsior	3,820,000	3,649,000	3,649,000		3,649,000	3,629,000	3,629,000	3,266,502	94,008
Golden Gate Valley	5,340,000	5,073,000	5,073,000		5,073,000	50,000	50,000		
Marina	4,110,000	3,904,500	3,904,500		3,904,500	976,125	976,125	553,509	-
Merced	4,200,000	3,990,000	3,990,000		3,990,000	-	-		
Noe Valley	4,410,000	4,862,318	4,862,318		4,862,318	1,047,125	1,047,125	800,712	10,780
North Beach	3,460,000	3,763,600	3,287,000	476,600 (5)	3,763,600	821,750	821,750	118	
Ortega	3,560,000	3,382,000	3,382,000		3,382,000	350,000	350,000	142,007	1,247
Park	1,310,000	1,310,000	1,244,500	65,500 (5)	1,310,000	-	-		
Parkside	2,880,000	3,236,000	3,236,000		3,236,000	2,736,000	2,736,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500		4,018,500	-	-	89,919	6,090
Presidio	1,530,000	1,530,000	1,453,500	76,500 (5)	1,530,000	353,400	353,400	136,152	-
Richmond	7,630,000	9,022,642	1,137,606	7,885,036 (1) (2)	9,022,642	2,441,500	2,441,500	1,093,174	39,426
Sunset	1,490,000	1,490,000	1,415,500	74,500 (5)	1,490,000	1,415,500	1,415,500	276,050	6,279
West Portal	4,110,000	4,554,500	4,554,500		4,554,500	976,125	976,125	3,855,079	33,423
Western Addition	3,430,000	3,258,500	3,258,500		3,258,500	-	-	262,629	4,577
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*8,578,136*	*74,610,060*	*14,796,525*	*14,796,525*	*10,767,224*	*211,443*
Program-Wide Services & Costs									
Library's Program Costs	800,000	800,000	800,000		800,000	600,000	600,000	701,522	109.367
Program Consultants	750,000	750,000	750,000		750,000	562,500	562,500	177,126	5,208
Program Management	3,600,000	4,900,000	4,900,000		4,900,000	1,013,822	1,013,822	1,510,158	40,181
Real Estate Dept	120,000	235,281	235,281		235,281	235,281	235,281	235,281	
Art Enrichment Program		302,000	302,000		302,000	302,000	302,000	161,020	35,644
Interim Services		438,400	253,542	184,858 (4)	438,400	300,000	300,000	433,322	3,000
Moving Reserve	4,360,000	410,000	94,858	315,142 (4)	410,000				
Furniture Reserve	15,000,000	18,000,000		16,759,170 (3) (1)	16,759,170				
Bond Financing Costs	1,500,000	1,000,000	1,000,000		1,000,000	338,622	338,622	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618	349,861 (5)	1,833,479				
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*17,609,031*	*27,428,330*	*3,352,225*	*3,352,225*	*3,508,480*	*193,400*
TOTAL	133,265,000	135,518,437	105,865,000	30,412,607	136,277,607	43,655,000	43,655,000	33,681,816	430,403

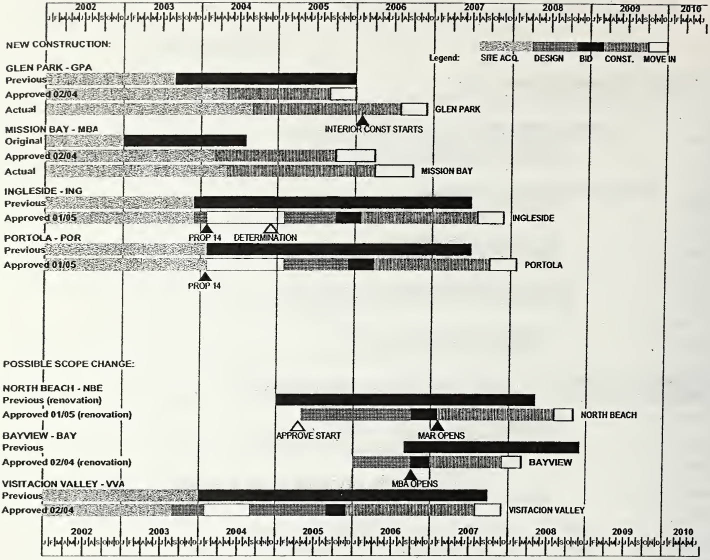
(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($18,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond Interest proceeds ($1,873,481)
(6) Rents received ($128,342)

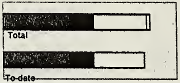
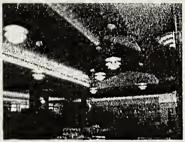
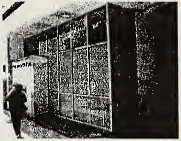
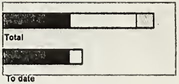
Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005

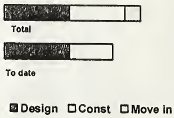
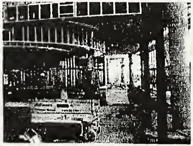
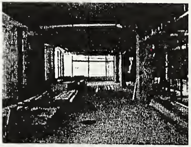
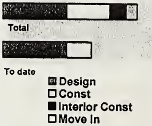


June 02, 2005

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch	Contacts	Statistics	Activities	Schedule
Excelsior Branch 4400 Mission Street	**District/Supervisor:** 11 / Sandoval **Architect:** DPW Bureau of Architecture **Contractor:** CDX Builders	**Bid:** $1,793,800 **Change Orders:** $252,229 **Total Contract:** $2,046,029 **Payments:** $1,700,630 **Duration:** 520 days **Extensions:** -62 days **Total Duration:** 458 days **End date:** 06/17/05	Flooring complete Final casework installations Punch list items; final punch list next week DTIS phone installation Furniture installation 4 change orders since last report – various revisions, signage & owner requested changes	 ▨ Design ■ Bid ☐ Const ☐ Move in
				
West Portal Branch 900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Bid:** $2,980,000 **Change Orders:** $0 **Total Contract:** $2,980,000 **Payments:** $113,138 **Duration:** 460 days **Extensions:** 0 days **Total Duration:** 460 days **End Date:** 8/9/06	Building demolition at rear No change orders since last report	 ▨ Design ■ Bid ☐ Const ☐ Move In

Branch	Contacts	Statistics	Activities	Schedule
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,635 **Change Orders:** $17,791 **Total Contract:** $2,451,427 **Payments:** $829,608 **Duration:** 638 days **Extensions:** 0 days **Total Duration:** 638 days **End Date:** 12/06/05	Metal stud installations Topping out June 3, 2005 No change orders since last report	
				
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion:** 12/31/05* *** Interior construction begins**	Exterior formwork removed Forming stairs in lobby No payments made till finished Design of interior construction proceeding. Bid fall 2005.	

DOCUMENTS DEPT.
JUN 1 3 2005
AN FRANCISCO
UBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

6/05

avin Newsom
ayor

harles A. Higueras, A.I.A.
resident

elen Marte Bautista
onnie K. Chin
teven A. Coulter
ewelle Gomez
arry Kane
eborah Strobin
ommissioners

uis Herrera
ity Librarian

ichael Housh
ommission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, June 16, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of March 17, 2005.
Explanatory document: draft minutes

3. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting of May 5, 2005.
Explanatory document: draft minutes

4. ELECTION OF COMMISSION OFFICERS FOR 2005 ACTION

(This item is to allow Commissioners to nominate themselves or fellow commissioners for the Offices of President or Vice President of the Public Library Commission and to elect a President and Vice President of the Commission)

5. AFFINITY CENTERS UPDATE REPORT DISCUSSION

Presentation of and discussion of update reports on the Hormel Lesbian & Gay Affinity Center and the Filipino-American Affinity Centers.

5. CITY LIBRARIAN'S REPORT DISCUSSION

by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)
The City Librarian will report on the following subjects: Opening of the newly renovated Excelsior Branch Library; update on Library Technology and Privacy Committee; update on the Library's Summer Reading Program; and summary of upcoming Exhibits and Programs.

6. FRIENDS OF THE LIBRARY REPORT DISCUSSION

(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

7. LABOR UNION REPORT DISCUSSION

(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

8. NEW BUSINESS DISCUSSION

(This item is to allow Commissioners to introduce new agenda items for consideration.)

9. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. as revs'd. 6/8/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
JUL 18 2005
SAN FRANCISCO
PUBLIC LIBRARY

ıvin Newsom
ayor

ıarles A. Higueras, A.I.A.
esident

even A. Coulter
ce President

elen Marte Bautista
nnie K. Chin
velle Gomez
rry Kane
borah Strobin
mmissioners

ıis Herrera
ty Librarian

ichael Housh
mmission Secretary

6
6 / 05
aft

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, June 16, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, June 16, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:05 pm.

The following members were present: Bautista, Coulter, Gomez, Higueras, and Kane, Commissioners Chin and Strobin were excused.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public said "stop the ignorance, stop the hate, don't give money to the Friends of the San Francisco Public Library, don't accept money from the Friends of the San Francisco Public Library". This member of the public called attention to a recent article in the Utley Reader and discussed recent Board of Supervisors' Library Citizen's Advisory Committee actions regarding implementation of RFID by the Library.

Mr. Peter Warfield discussed the actions taken by the Board of Supervisors' Library Citizens Advisory Committee at its May 25th meeting on the Library Book Budget and concerning the Library's proposed use of RFID, suggesting that it was really bad.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF MARCH 17, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF MARCH 17, 2005

An anonymous member of the public found these Minutes a disaster, commenting that Commissioner Gomez had not introduced herself as reported, and noted that the draft minutes had not been previously distributed and were now four months old. This person then cited skewing of the Minute's report of comments offered by Park Merced activist Robert Pender, this person's anonymous comments on about the Friends of the Library, and concerning a comment this person had attributed to Commissioner Coulter about process.

Mr. Peter Warfield remarked his comments were offered in reverse, indicating approval of the report of his comments regarding the meeting's adjournment in honor of St. Patrick's Day, and seeking changes to his comments on Page 4 regarding the Bernal Heights Library and treating the Preschool equitability. Mr. Warfield also asked for changes in the last sentence of his comments on approval of the Minutes to clarify that RSI injuries had not been cited in Library "Budget" reports Mr. Warfield asked that the report of his Page 1 General Public Comment be edited to make clear that he had cited information reported in the Daily Planet rather than statements he himself had made.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MARCH 17, 2005

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez for approval of the minutes of the regular Public Library Commission meeting of March 17, 2005.

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Kane)

AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

Public comment on AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

An anonymous member of the public found these minutes also a total disaster, noting lack of reports of this person's use of the expression "Mode de Coulter", and questioning whether the Secretary had actually made the changes in report of Commissioner Coulter's remarks concerning this person's comments in opposition to contributions to the Friends of the Library as reported in the April 7th Minutes as requested by Commissioner Coulter during the Commissioners' discussion of approval of those Minutes. This person noted that the "As Approved" April 7th Minutes were not yet posted on the Library website as required. This person then discussed the report of comments that this person said had not been made by Commissioner Coulter regarding use of technologies.

Mr. Peter Warfield noted that the Minutes were at moments entertaining and perhaps that would encourage their being read, but found many deficiencies. Mr. Warfield then asked for changes in his Page 1 comments on the new arrivals to the Commission and Library staff, as well as a minor Page 5 change to emphasize that there were "downsides" in the plural to the Library's planned use of RFID.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez for approval of the minutes of the regular Public Library Commission meeting of May 5, 2005

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Strobin)

AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

At the request of President Higueras, the Commission Secretary reported the Commission Bylaws rules regarding Election of Officers and reported the previous nominations of Commissioner Higueras to be President and Commissioner Coulter to be Vice President for 2005.

Public comment on AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

None offered

Commission discussion of AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez to close nominations and move the election of Commissioner Higueras as President and Commissioner Coulter as Vice President of the Public Library Commission for 2005.

Commissioners Higueras and Coulter were elected to be President and Vice President of the Public Library Commission for 2005.

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Kane)

AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

Chief of the Main Library Kathy Lawhun introduced Center Librarian Estella Manila of the Philippine American Affinity Center and Jim Van Buskirk Hormel Gay & Lesbian Affinity Center for update presentations of each these Affinity Centers activities.

Ms. Manila provided the Commissioners with a detailed and extensive overview of the acquisitions, update of past and current activities, school class visits, film presentations, reference questions answered, and about the many kinds of programs conducted by the Center during the past nine years since its creation. Ms. Manila noted that the Library's Philippine American Center had become a well regarded national resource for information and research. Ms. Manila then highlighted her report with discussions of several of the very successful exhibits such as the important "Colored, in Black and White" exhibition of period cartoon art response to the American annexation of the Philippines in the aftermath of the Spanish-American War and an exhibit now a Smithsonian Traveling Exhibition, about Filipino agricultural pioneers in California.

Mr. Van Buskirk and Ms. Catharine King, Library Exhibitions & Program Department, then brought the Commissioners up to date on the many activities underway in observance of the Hormel Gay & Lesbian Center's 10th Anniversary leading up to the "Out at the Library" Exhibition that would open on June 18, 2005. Mr. Van Buskirk recalled the development of this two year project and lauded the leadership provided by Library Commission Vice President Coulter, a special fundraising committee, community leaders, and the GLBT Historical Society working in cooperation to produce the Exhibition, its catalog, and related programming including a special companion traveling exhibit, "Nazi Persecution of Homosexuals", from the United States Holocaust useum enhanced with materials highlighting the extraordinary life and work of German Pioneer of sexual minority rights Magnus Hirschfeld from the collection of San Francisco Historian Gerard Koskovich.

Public comment on AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

An anonymous member of the public expressed disappointment that no written materials were available to accompany these reports and lauded the "Colored, In Black & White" exhibit presentation as strongly resonating with current world situation. This person also noted that it would have been helpful if there had been information available about the outside team supporting of the creation of the Hormel exhibit.

Commission discussion of AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

Commissioner Helen Marte Bautista noted that Ms. Manila had accomplished a great deal with very limited resources, calling attention to Ms. Manila's previous request for additional computers for the Center. Commissioner Bautista noted that the Center's reading Room was very heavily used and suggested that a database of users be created to provide an addition means of sharing information among those interested in doing research in matters involving the Philippine American Community.

Vice President Coulter lauded the presentations and noted that the challenge facing the Library was to engage San Francisco's diverse communities to take part in making all of the Library's Affinity Centers as vibrant contributors to the life of the City.

President Higueras noted that it was always the ambition of the Library that each of its Affinity centers take on the vitality that these Centers showed. The Commission President noted that the Commissioners and staff focus on identifying what resources would be needed and steps taken to restore momentum to all of the Affinity Centers so that all of them could be great.

Commissioner Bautista called attention to the research work being done at the Philippine American Affinity Center and suggested that these Centers allowed the Library to view itself and its collections through new eyes.

Commissioner Gomez lauded the dedication and hard work of both Affinity Centers' staff and suggested that additional funding should be found to promote and encourage greater community involvement in the work of all of the Library's Affinity Centers.

Commissioner Kane congratulated the staff of both Centers for their excellent work noting that the Commissioners should review the mission statements of the various Affinity Centers and plan ways to maximize their future expansion and activities.

AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on the Excelsior Branch re-opening scheduled for July 9th. The City Librarian then highlighted the recent activities of the Library Technology & Privacy Advisory Committee, and then called attention to the ongoing Summer Reading Program. The City Librarian's Report was concluded with an update on current exhibits and programs

Public comment on AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

An anonymous member of the public noted that they had attended all of the meetings discussed their views concerning the Library's Library Technology & Privacy Advisory Committee. This person suggested that this City Librarian created Advisory Committee constituted a "passive meeting body" with its purpose gathering comments then drafting recommendations. This person noted that a proposal discussed by some Advisory

Committee members for online discussions and private email communications among the public and members of the Committee concerning issues under discussion could result in a lawsuit by this person.

Mr. Peter Warfield saw good news in the report of book related activities, seeing these as the core of the Library's mission. Mr. Warfield then discussed his views concerning the activities of the Library's Library Technology & Privacy Advisory Committee and what he thought a failure to address RFID related questions such as development of a Request for Proposals (RFP) from industry for RFID implementation by the Library as had been promised. Mr. Warfield also discussed the Board of Supervisors Library Citizen's Advisory Committee's (LCAC) RFID related activities and concluded that he thought RFID really very bad.

Commission discussion of AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

Vice President Coulter, a member of the Library Technology & Privacy Advisory Committee noted that the Committee was taking its charge seriously and working diligently to focus on the real issues concerning use of new technology such as RFID by the Library and protecting Library users' privacy rather than wasting time on phantom issues. Vice President Coulter noted that the Committee was independent and without pre-conceptions about the issues within its charge and interested solely in finding answers to the many unanswered questions and seeking the widest possible input in doing so. Vice President Coulter noted that these issues were something new and complex and that addressing them would take time and the Commission was committed to taking the time to arrive at the best solutions for the Library.

AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero updated the Commissioners concerning the many "good news" activities that the Friends of the Library had been doing. Ms. Bero then introduced Mr. David Hooper and Jean , Co-Chairs of the very successful Excelsior Neighborhood Campaign, who filled the Commissioners in on the many varied extensive and enjoyable activities that they and their neighbors had undertaken to raise funds for furniture, fixtures, and equipment for their newly renovated and about to be re-opened neighborhood library. The Excelsior Branch Library Campaign Co-Chairs invited the Commissioners and the entire City to join them in celebrating their Branch Library's reopen on July 9th.

Next Ms. Bero introduced Ms. Marian Chatfield Taylor for a presentation on the other exciting developments in the ongoing Friends' Capital Campaign for the Branch Libraries.

Ms. Chatfield –Taylor brought the Commissioners up to date on what was going on in nearly every neighborhood in San Francisco to involve the each community in the effort to raise funds for furniture, fixtures, and equipment for their neighborhood branch libraries. Ms Chatfield –Taylor noted that these expenses were not allowed to be funded by Prop. A (Branch Library Improvement Bond 200) funds.

The Ms. Bero introduced Mr. Brian Spooner, the Friends' Book Operations Manager, who presented a detailed overview of the Friends' Book operations at the Fort Mason Center, the Book Bay at the Main, and the well known Annual Big Book Sale. Mr. Spooner described his program's activities such as Author events , noting in particular the annual commemoration of writers who had passed away each year. Mr. Spooner then talked about the hundreds of hours of volunteer service provided to collect, process, and sell donated books and materials to benefit the Library. In particular, he noted that many valuable books had been given to the Library's collections after being spotted among donated items by Friends' volunteers and called to the attention of Library staff. Mr. Spooner then discussed a unique series of greeting cards available through the Friends that were created from damaged donated materials by 5 year Friends' Volunteer Rosemary Mays , "the Queen of Damaged Materials" that were sold to benefit the Library

Ms. Bero then reported on the Friends of the Library's support for the Library's Affinity Centers and the annual Summer Reading Program. Ms. Bero concluded her report with an update on recent lectures and programs sponsored by the Friends of the Library.

Commission discussion of AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Commissioner Gomez left the meeting at 5:55pm.

Commissioner Bautista commended Ms. Chatfield -Taylor for the extraordinary amount of work she had accomplished on behalf of our neighborhood libraries.

Commissioner Kane called attention to the broad support for our libraries through the neighborhoods that the Friends' Report demonstrated and thanked them. Commissioner Kane in particular commended the hard work of the Excelsior Committee and lauded the unique greeting cards that had been discussed.

Vice President Coulter recognized the great work done by the Friends and commended the annual recognition of writers who had passed away.

President Higueras echoed his colleagues' comments commending the Friends of the Library and their many volunteers and mused why anyone would want to demonize the work these dedicated volunteers gave in support of our libraries.

AGENDA ITEM # 7 LABOR UNION REPORT

Ms. Melissa Riley, Librarian's Guild, thanked the Friends of the Library for their support for programs throughout the Library. Ms. Riley then discussed the Library Technology & Privacy Advisory Committee from her perspective as a member of Committee. Ms. Riley then discussed the growing need for the Library to find funding to buy additional independently produced non-fiction CDs, and videos, reporting their relatively great cost and the growing user demand for them. Ms. Riley noted that sometimes City Purchasing regulations made obtaining such works very difficult.

Public comment on AGENDA ITEM # 7 LABOR UNION REPORT

An anonymous member of the public suggested regarding the Library Technology & Privacy Advisory Committee that this person and Commissioner Coulter never seemed to have attended the same meeting, and discussed the importance of addressing and bringing issues into the main stream of the public commons. This person noted that as Ms. Riley had mentioned there were always trade offs with use of technologies and suggested that unintended censorship remained censorship

Commission discussion of AGENDA ITEM # 7 LABOR UNION REPORT

President Higueras asked if Ms. Riley were appearing on behalf of the Library unions and was informed that while she had not consulted with other union member regarding all of these topics, her report reflected generally their views on these matters.

AGENDA ITEM # 8 NEW BUSINESS

Commissioner Bautista suggested that discussion of how former members of the Library Commission might be recognized for their service be calendared for a future meeting. Commissioner Bautista noted that there were no recent photographs recording the membership of the Library Commission.

Public comment on AGENDA ITEM # 8 NEW BUSINESS

An anonymous member of the public thought annual photographs of the Library Commission as well as annual reports and other regular records a good idea. .

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Coulter to adjourn the regular June 16, 2005 Public Library Commission meeting

Public comment on AGENDA ITEM # ADJOURNMENT

ACTION: AYE 4-0 (Bautista, Coulter, Higueras, and Kane)

The Commission meeting adjourned at 6:22pm.

Michael Housh, Commission Secretary 7/6/05

Please note: These are draft Minutes subject to change by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

ATTACHMENTS:

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

Minutes of the Library Commission Meeting June 16, 2005

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
JUL 25 2005
SAN FRANCISCO
PUBLIC LIBRARY

6
2
16/05
proved

avin Newsom
ayor

harles A. Higueras, A.I.A.
esident

even A. Coulter
ce President

elen Marte Bautista
nnie K. Chin
welle Gomez
rry Kane
eborah Strobin
mmissioners

is Herrera
ty Librarian

ichael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, June 16, 2005. (As approved July 21, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, June 16, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by President Higueras at 4:05 pm.

The following members were present: Bautista, Coulter, Gomez, Higueras, and Kane, Commissioners Chin and Strobin were excused.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public said "stop the ignorance, stop the hate, don't give money to the Friends of the San Francisco Public Library, don't accept money from the Friends of the San Francisco Public Library". This member of the public called attention to a recent article and discussed recent Board of Supervisors' Library Citizen's Advisory Committee actions regarding implementation of RFID by the Library.

Mr. Peter Warfield discussed the actions taken by the Board of Supervisors' Library Citizens Advisory Committee at its May 25th meeting on the Library Book Budget and concerning the Library's proposed use of RFID, suggesting that it was really bad.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF MARCH 17, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF MARCH 17, 2005

An anonymous member of the public found these Minutes a disaster, commenting that Commissioner Gomez had not introduced herself as reported, and noted that the draft minutes had not been previously distributed and were now four months old. This person criticized the Minute's report of comments offered by Park Merced activist Robert Pender, this person's anonymous comments on about the Friends of the Library, and concerning a comment this person had attributed to Commissioner Coulter about process.

Mr. Peter Warfield remarked his comments were offered in reverse, indicating approval of the report of his comments regarding the meeting's adjournment in honor of St. Patrick's Day, and seeking changes to his comments on Page 4 regarding the Bernal Heights Library and treating the Preschool equitability. Mr. Warfield also asked for changes in the last sentence of his comments on approval of the Minutes to clarify that RSI injuries had not been cited in Library "Budget" reports Mr. Warfield asked that the report of his Page 1 General Public Comment be edited to make clear that he had cited information reported in the Daily Planet rather than statements he himself had made.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MARCH 17, 2005

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez for approval of the minutes of the regular Public Library Commission meeting of March 17, 2005.

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Kane)

AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

Public comment on AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

An anonymous member of the public found these minutes also a total disaster, noting lack of reports of this person's use of the expression "Mode de Coulter", and questioning whether the Secretary had actually made the changes in report of Commissioner Coulter's remarks concerning this person's comments in opposition to contributions to the Friends of the Library as reported in the April 7th Minutes as requested by Commissioner Coulter during the Commissioners' discussion of approval of those Minutes. This person noted that the "As Approved" April 7th Minutes were not yet posted on the Library website as required. This person then discussed the report of comments that this person said had not been made by Commissioner Coulter regarding use of technologies.

Mr. Peter Warfield noted that the Minutes were at moments entertaining and perhaps that would encourage their being read, but found many deficiencies. Mr. Warfield then asked for changes in his Page 1 comments on the new arrivals to the Commission and Library staff, as well as a minor Page 5 change to emphasize that there were "downsides" in the plural to the Library's planned use of RFID.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF MAY 5, 2005

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez for approval of the minutes of the regular Public Library Commission meeting of May 5, 2005

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Strobin)

AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

At the request of President Higueras, the Commission Secretary reported the Commission Bylaws rules regarding Election of Officers and reported the previous nominations of Commissioner Higueras to be President and Commissioner Coulter to be Vice President for 2005.

Public comment on AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

None offered

Commission discussion of AGENDA ITEM #4 ELECTION OF 2005 COMMISSION OFFICERS

MOTION: by Commissioner Bautista, 2nd Commissioner Gomez to close nominations and move the election of Commissioner Higueras as President and Commissioner Coulter as Vice President of the Public Library Commission for 2005.

Commissioners Higueras and Coulter were elected to be President and Vice President of the Public Library Commission for 2005.

ACTION: 5-0 AYE (Bautista, Coulter, Higueras, Gomez, and Kane)

AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

Chief of the Main Library Kathy Lawhun introduced Center Librarian Estella Manila of the Philippine American Affinity Center and Jim Van Buskirk Hormel Gay & Lesbian Affinity Center for update presentations of each these Affinity Centers activities.

Ms. Manila provided the Commissioners with a detailed and extensive overview of the acquisitions, update of past and current activities, school class visits, film presentations, reference questions answered, and about the many kinds of programs conducted by the Center during the past nine years since its creation. Ms. Manila noted that the Library's Philippine American Center had become a well regarded national resource for information and research. Ms. Manila then highlighted her report with discussions of several of the very successful exhibits such as the important "Colored, in Black and White" exhibition of period cartoon art response to the American annexation of the Philippines in the aftermath of the Spanish-American War and an exhibit, now a Smithsonian Traveling Exhibition, about Filipino agricultural pioneers in California.

Mr. Van Buskirk and Ms. Catharine King, Library Exhibitions & Program Department, then brought the Commissioners up to date on the many activities underway in observance of the Hormel Gay & Lesbian Center's 10th Anniversary leading up to the "Out at the Library" Exhibition that would open on June 18, 2005. Mr. Van Buskirk recalled the development of this two year project and lauded the leadership provided by Library Commission Vice President Coulter, a special fundraising committee, community leaders, and the GLBT Historical Society working in cooperation to produce the Exhibition, its catalog, and related programming including a special companion traveling exhibit, "Nazi Persecution of Homosexuals", from the United States Holocaust Museum enhanced with materials highlighting the extraordinary life and work of German pioneer of sexual minority rights Magnus Hirschfeld from the collection of San Francisco Historian Gerard Koskovich.

Public comment on AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

An anonymous member of the public expressed disappointment that no written materials were available to accompany these reports and lauded the "Colored, In Black & White" exhibit presentation as strongly resonating with current world situation. This person also noted that it would have been helpful if there had been information available about the outside team supporting of the creation of the Hormel exhibit.

Commission discussion of AGENDA ITEM #5 AFFINITY CENTERS UPDATE REPORTS

Commissioner Helen Marte Bautista noted that Ms. Manila had accomplished a great deal with very limited resources, calling attention to Ms. Manila's previous request for additional computers for the Center. Commissioner Bautista noted that the Center's reading Room was very heavily used and suggested that a database of users be created to provide an addition means of sharing information among those interested in doing research in matters involving the Philippine American Community.

Vice President Coulter lauded the presentations and noted that the challenge facing the Library was to engage San Francisco's diverse communities to take part in making all of the Library's Affinity Centers as vibrant contributors to the life of the City.

President Higueras noted that it was always the ambition of the Library that each of its Affinity centers take on the vitality that these Centers showed. The Commission President noted that the Commissioners and staff focus on identifying what resources would be needed and steps taken to restore momentum to all of the Affinity Centers so that all of them could be great.

Commissioner Bautista called attention to the research work being done at the Philippine American Affinity Center and suggested that these Centers allowed the Library to view itself and its collections through new eyes.

Commissioner Gomez lauded the dedication and hard work of both Affinity Centers' staff and suggested that additional funding should be found to promote and encourage greater community involvement in the work of all of the Library's Affinity Centers.

Commissioner Kane congratulated the staff of both Centers for their excellent work noting that the Commissioners should review the mission statements of the various Affinity Centers and plan ways to maximize their future expansion and activities.

AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on the Excelsior Branch re-opening scheduled for July 9th. The City Librarian then highlighted the recent activities of the Library Technology & Privacy Advisory Committee, and then called attention to the ongoing Summer Reading Program. The City Librarian's Report was concluded with an update on current exhibits and programs

Public comment on AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

An anonymous member of the public noted that they had attended all of the meetings discussed their views concerning the Library's Library Technology & Privacy Advisory Committee. This person suggested that this City Librarian created Advisory Committee constituted a "passive meeting body" with its purpose gathering comments then drafting recommendations. This person noted that a proposal discussed by some Advisory Committee members for online discussions and private email communications among the public and members of the Committee concerning issues under discussion could result in a lawsuit by this person.

Mr. Peter Warfield saw good news in the report of book related activities, seeing these as the core of the Library's mission. Mr. Warfield then discussed his views concerning the activities of the Library's Library Technology & Privacy Advisory Committee and what he thought a failure to address RFID related questions such as development of a Request for Proposals (RFP) from industry for RFID implementation by the Library as had been promised. Mr. Warfield also discussed the Board of Supervisors Library Citizen's Advisory Committee's (LCAC) RFID related activities and concluded that he thought RFID really very bad.

Commission discussion of AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

Vice President Coulter, a member of the Library Technology & Privacy Advisory Committee noted that the Committee was taking its charge seriously and working diligently to focus on the real issues concerning use of new technology such as RFID by the Library and protecting Library users' privacy rather than wasting time on phantom issues. Vice President Coulter noted that the Committee was independent and without pre-conceptions about the issues within its charge and interested solely in finding answers to the many unanswered questions and seeking the widest possible input in doing so. Vice President Coulter noted that these issues were something new and complex and that addressing them would take time and the Commission was committed to taking the time to arrive at the best solutions for the Library.

AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero updated the Commissioners concerning the many "good news" activities that the Friends of the Library had been doing. Ms. Bero then introduced Mr. David Hooper and Jean Feilmoser, Co-Chair and a member of the very successful Excelsior Neighborhood Campaign Committee, who filled the Commissioners in on the many varied extensive and enjoyable activities that they and their neighbors had undertaken to raise funds for furniture, fixtures, and equipment for their newly renovated and about to be re-opened neighborhood library. The Excelsior Branch Library Campaign Co-Chairs invited the Commissioners and the entire City to join them in celebrating their Branch Library's reopen on July 9th.

Next Ms. Bero introduced Ms. Marian Chatfield Taylor for a presentation on the other exciting developments in the ongoing Friends' Capital Campaign for the Branch Libraries.

Ms. Chatfield –Taylor brought the Commissioners up to date on what was going on in nearly every neighborhood in San Francisco to involve the each community in the effort to raise funds for furniture, fixtures, and equipment for their neighborhood branch libraries. Ms Chatfield –Taylor noted that these expenses were not allowed to be funded by Prop. A (Branch Library Improvement Bond 200) funds.

The Ms. Bero introduced Mr. Brian Spooner, the Friends' Book Operations Manager, who presented a detailed overview of the Friends' Book operations at the Fort Mason Center, the Book Bay at the Main, and the well known Annual Big Book Sale. Mr. Spooner described his program's activities such as Author events , noting in particular the annual commemoration of writers who had passed away each year. Mr. Spooner then talked about the hundreds of hours of volunteer service provided to collect, process, and sell donated books and materials to benefit the Library. In particular, he noted that many valuable books had been given to the Library's collections after being spotted among donated items by Friends' volunteers and called to the attention of Library staff. Mr. Spooner then discussed a unique series of greeting cards available through the Friends that were created from damaged donated materials by 5 year Friends' Volunteer Rosemary Mays , "the Queen of Damaged Materials" that were sold to benefit the Library

Ms. Bero then reported on the Friends of the Library's support for the Library's Affinity Centers and the annual Summer Reading Program. Ms. Bero concluded her report with an update on recent lectures and programs sponsored by the Friends of the Library.

Commission discussion of AGENDA ITEM #6 FRIENDS OF THE LIBRARY REPORT

Commissioner Gomez left the meeting at 5:55pm.

Commissioner Bautista commended Ms. Chatfield -Taylor for the extraordinary amount of work she had accomplished on behalf of our neighborhood libraries.

Commissioner Kane called attention to the broad support for our libraries through the neighborhoods that the Friends' Report demonstrated and thanked them. Commissioner Kane in particular commended the hard work of the Excelsior Committee and lauded the unique greeting cards that had been discussed.

Vice President Coulter recognized the great work done by the Friends and commended the annual recognition of writers who had passed away.

President Higueras echoed his colleagues' comments commending the Friends of the Library and their many volunteers and mused why anyone would want to demonize the work these dedicated volunteers gave in support of our libraries.

AGENDA ITEM # 7 LABOR UNION REPORT

Ms. Melissa Riley, Librarian's Guild, thanked the Friends of the Library for their support for programs throughout the Library. Ms. Riley then discussed the Library Technology & Privacy Advisory Committee from her perspective as a member of Committee. Ms. Riley then discussed the growing need for the Library to find funding to buy additional independently produced non-fiction CDs, and videos, reporting their relatively great cost and the growing user demand for them. Ms. Riley noted that sometimes City Purchasing regulations made obtaining such works very difficult.

Public comment on AGENDA ITEM # 7 LABOR UNION REPORT

An anonymous member of the public suggested regarding the Library Technology & Privacy Advisory Committee that this person and Commissioner Coulter never seemed to have attended the same meeting, and discussed the importance of addressing and bringing issues into the main stream of the public commons. This person noted that as

Ms. Riley had mentioned there were always trade offs with use of technologies and suggested that unintended censorship remained censorship

Commission discussion of AGENDA ITEM # 7 LABOR UNION REPORT

President Higueras asked if Ms. Riley were appearing on behalf of the Library unions and was informed that while she had not consulted with other union member regarding all of these topics, her report reflected generally their views on these matters.

AGENDA ITEM # 8 NEW BUSINESS

Commissioner Bautista suggested that discussion of how former members of the Library Commission might be recognized for their service be calendared for a future meeting. Commissioner Bautista noted that there were no recent photographs recording the membership of the Library Commission.

Public comment on AGENDA ITEM # 8 NEW BUSINESS

An anonymous member of the public thought annual photographs of the Library Commission as well as annual reports and other regular records a good idea. .

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Bautista, 2nd Commissioner Coulter to adjourn the regular June 16, 2005 Public Library Commission meeting

Public comment on AGENDA ITEM # ADJOURNMENT

ACTION: AYE 4-0 (Bautista, Coulter, Higueras, and Kane)

The Commission meeting adjourned at 6:22pm.

Michael Housh, Commission Secretary 7/22/05

ATTACHMENTS:

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

Minutes of the Library Commission Meeting June 16, 2005

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

DOCUMENTS DEPT.

JUL 18 2005

SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, July 21, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting June 2, 2005.
Explanatory documents: draft minutes

3. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting June 16, 2005.
Explanatory documents: draft minutes

4. FRIENDS OF THE LIBRARY REPORT DISCUSSION

(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

5. BOND PROGRAM MANAGER'S REPORT DISCUSSION

(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)

This report will consist of: *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special reports*: bid process & constriction oversight. The report will not include an informational presentation this month.
Explanatory documents: current Budget Report and Branch Library Summary Schedules

6. CITY LIBRARIAN'S REPORT DISCUSSION

by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)

The City Librarian will report on the following subjects: the Grand Reopening of the Excelsior Branch Library; the Volunteer Recognition Event; the Library Technology and Privacy Committee; attendance at American Library Association (ALA) Conference in Chicago; and a summary of upcoming Exhibits and Programs.

105

in Newsom
or

rles A. Higueras, A.I.A.
ident

en A. Coulter
President

en Marte Bautista
nie K. Chin
elle Gomez
y Kane
rah Strobin
missioners

Herrera
Librarian

ael Housh
mission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - Accessible Meetings Policy

To ensure the participation of the disabled public in all Commission public meetings, the following items concerning accessibility will be available:

Sign Language interpreters or note takers will be available upon request. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. Late requests will be honored if possible.

A sound enhancement system will be available upon request at the meetings. Please contact Services for the Deaf and Hearing Impaired at 415/557-4433 (TDD) or 415/557-4434 (Voice) at least 48 hours prior to the meeting. late requests will be honored if possible.

A person who is deaf or hearing impaired may gain meeting information prior to the meeting by calling 415/557-4433 (TDD) or 415/557-4434 (Voice). In addition, the California Relay Service can be used by individuals with hearing and speech impairments by calling 1-800/735-2929 (TDD) or 1-800/735-2992 (Voice).

Minutes of the meetings are available in alternative formats. If you require the use of a reader during the meeting, please contact the Library for the Blind and Print Handicapped at 415/557-4253 at least 48 hours in advance of the need.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call the accessibility hotline at 415/554-8925 to discuss meeting accessibility. In order to assist San Francisco's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Library Commission meetings will be held at the Main Library, 100 Larkin Street at Grove, Lower Level, Koret Auditorium, except when otherwise noticed. The Commission meeting room is wheelchair accessible. The closest accessible BART station is Civic Center. The accessible MUNI line serving this location is the #19 Polk. For information about Muni's accessible service, please call 415/923-6142.

There is accessible parking available at 355 McAllister, Civic Center Plaza Garage. Call 415/863-1537.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available at meetings.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound producing electronic devices.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, http://www.sfgov.org/sunshine/

San Francisco Lobbyist Ordinance

Attention: Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct code sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site: sfgov.org/ethics.

Michael Housh, Commission Secretary 12/29/04

7. LIBRARY FY 05/06 BUDGET UPDATE DISCUSSION

Presentation of and discussion of an update report on the Library's Budget for Fiscal Year 2005/06. The report will consist of an update on revisions to the FY05/06 Library Budget based on the recommendations from the Board of Supervisors Budget and Finance Committee including the funding for the Every Child Ready to Read and Supporting Successful Teens library initiatives

Explanatory document: 2005/06 Budget update report

8. LABOR UNION REPORT

(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

9. NEW BUSINESS

(This item is to allow Commissioners to introduce new agenda items for consideration.)

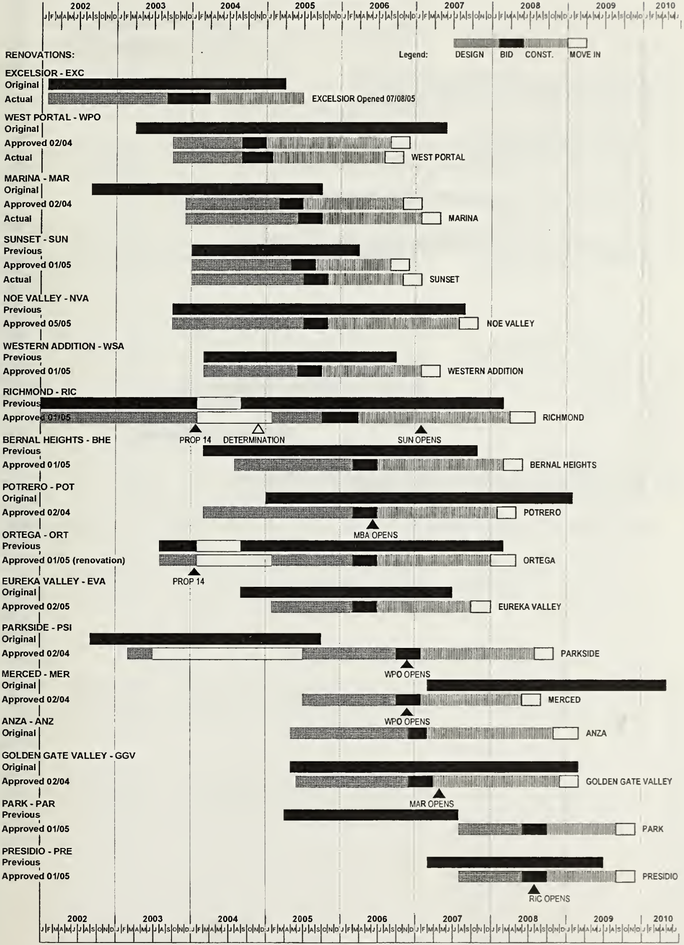
10. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 7/18/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

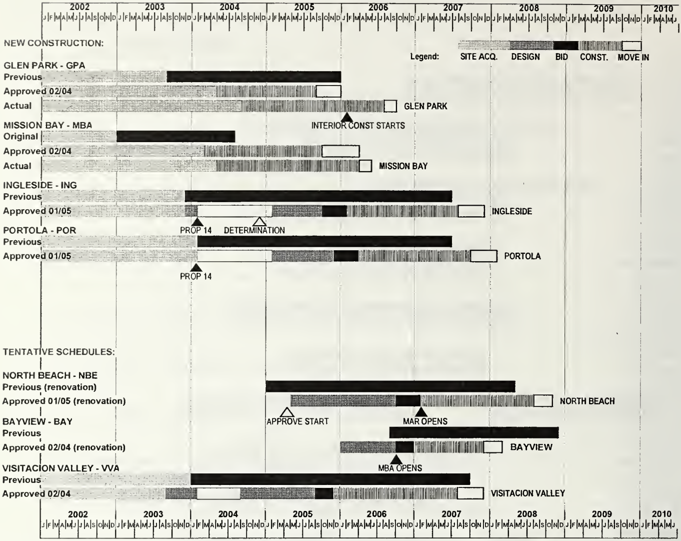
Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



July 21, 2005 Commission Meeting

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



CURRENT BUDGET REPORT-2000 Branch Library Improvement Bond Program
July 21, 2005 Commission Meeting

	BUDGET		REVENUE					EXPENDITURES/ENCUMBRANCES	
			FUND STRATEGY			FUND STATUS			
Branch	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	Other Funds	Total All Sources	Appropriated	Total Available	Actual 30-Jun-05	New This Month
Site Acquisitions & New Construction									
Glen Park	4,570,000	4,881,000	4,681,000	200,000 (5)	4,881,000	4,728,250	4,728,250	287,883	6,461
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578 (1)	5,751,855	2,890,000	2,890,000	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000		3,957,000	3,957,000	3,957,000	3,688,322	20,370
Portola	4,570,000	4,818,520	4,388,000	430,520 (5)	4,818,520	2,435,000	2,435,000	1,877,730	1,000
Visitacion Valley	5,320,000	5,884,500	5,826,500	58,000 (6)	5,884,500	2,870,000	2,870,000	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	70,342 (6)	8,946,342	8,626,000	8,626,000	8,837,586	1,990
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*4,225,440*	*34,239,217*	*25,506,250*	*25,506,250*	*19,482,349*	*29,821*
Renovations									
Anza	4,740,000	4,503,000	4,503,000		4,503,000				
Bayview	3,820,000	3,629,000	3,629,000		3,629,000			18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		5,082,500			184,298	7,128
Eureka Valley	4,580,000	4,351,000	4,351,000		4,351,000			22,394	3,586
Excelsior	3,820,000	3,649,000	3,649,000		3,649,000	3,629,000	3,629,000	3,442,609	118,941
Golden Gate Valley	5,340,000	5,073,000	5,073,000		5,073,000	50,000	50,000		
Marina	4,110,000	3,904,500	3,904,500		3,904,500	976,125	976,125	592,871	36,729
Merced	4,200,000	3,990,000	3,990,000		3,990,000	-	-		
Noe Valley	4,410,000	4,862,318	4,862,318		4,862,318	1,047,125	1,047,125	797,229	(3,483)
North Beach	3,460,000	3,763,600	3,287,000	476,600 (5)	3,763,600	821,750	821,750	118	
Ortega	3,560,000	3,382,000	3,382,000		3,382,000	350,000	350,000	128,956	2,368
Park	1,310,000	1,310,000	1,244,500	65,500 (5)	1,310,000	-	-		
Parkside	2,880,000	3,236,000	3,236,000		3,236,000	2,736,000	2,736,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500		4,018,500	-	-	113,939	16,373
Presidio	1,530,000	1,530,000	1,453,500	76,500 (5)	1,530,000	353,400	353,400	136,152	
Richmond	7,630,000	9,022,642	1,137,606	7,885,036 (1) (2)	9,022,642	2,441,500	2,441,500	1,215,416	59,202
Sunset	1,490,000	1,490,000	1,415,500	74,500 (5)	1,490,000	1,415,500	1,415,500	277,476	598
West Portal	4,110,000	4,554,500	4,554,500		4,554,500	976,125	976,125	3,905,469	30,339
Western Addition	3,430,000	3,258,500	3,258,500		3,258,500	-	-	261,229	
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*8,578,136*	*74,610,060*	*14,796,525*	*14,796,525*	*11,186,441*	*271,781*
Program-Wide Services & Costs									
Library's Program Costs	800,000	800,000	800,000		800,000	800,000	600,000	702,313	791
Program Consultants	750,000	750,000	750,000		750,000	562,500	562,500	193,547	11,301
Program Management	3,600,000	4,900,000	4,900,000		4,900,000	1,013,822	1,013,822	1,595,099	44,760
Real Estate Dept	120,000	235,281	235,281		235,281	235,281	235,281	235,281	
Art Enrichment Program		302,000	302,000		302,000	302,000	302,000	165,416	2,426
Interim Services		438,400	253,542	184,858 (4)	438,400	300,000	300,000	433,322	
Moving Reserve	4,360,000	410,000	94,858	315,142 (4)	410,000				
Furniture Reserve	15,000,000	16,000,000		16,759,170 (3) (1)	16,759,170				
Bond Financing Costs	1,500,000	1,000,000	1,000,000		1,000,000	338,622	338,622	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618	349,861 (5)	1,833,479				
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*17,609,031*	*27,428,330*	*3,352,225*	*3,352,225*	*3,615,029*	*59,278*
TOTAL	133,265,000	135,518,437	105,865,000	30,412,607	136,277,607	43,655,000	43,655,000	34,283,819	360,880

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)

Fiscal Year 2005-2006 Recommended Budget
for the San Francisco Public Library
Updated July 18, 2005

The original proposed budget approved by the Library Commission was **$61,067,371**. After the board analyst review, the budget recommended by the Board of Supervisors Budget and Finance Committee totals **$62,115,643**. This total represents an increase of **$2,921,695** or **5.0%** from the FY 04-05 budget. The following details the changes that occurred:

Category	Original Proposed Budget	Changes by the Board Analyst		Revised Budget Pending Full Board Hearing
Salaries	$34,934,035	($84,233)	(a)	$34,849,802
Fringe Benefits	$10,839,391	($15,417	(a)	$10,823,974
Non-Personal Services	$ 2,169,212	$26,434	(b)	$ 2,195,646
Materials & Supplies	$ 1,183,310	($67,500)	(c)	$ 1,115,810
City Grants Program		$652,000	(d)	$652,000
Books & Other Collections	$ 6,153,370			$ 6,153,370
Equipment	$ 1,209,500	($736,061)	(e)	$ 473,439
Services of Other Dept.	$ 2,879,304	$593,049	(f)	$3,472,353
Building, Structures & Imprv	$ 1,699,249			$ 1,699,249
Sub-Total	$61,067,371			$61,435,643
Redirect		$680,000	(g)	$680,000
Total Budget	$61,067,371	$1,048,272		$62,115,643

a) Decrease in Salaries due to increase in attrition savings to reflect expenditures levels in FY 2004-2005, adjusted to permit filling of vacant positions.

b) 10 % increase in rent for the five library branches since negotiation is still in process for the renewal of some of the leases.

c) Reduction in Materials & Supplies.

d) This category provides an allocation for two library initiatives: **Every Child Ready to Read** and **Supporting Successful Teens**. Details on these programs are attached.

e) Proposal was for $75,000 to replace T-1 lines with fiber optic lines, this was reduced to $18,939. In addition the $680,000 RFID project fund was redirected.

f) $593,049 increase in the work order fund for the services of other departments.

g) The original request totaling $680,000 was to place on reserve the funds to be used for possible implementation of RFID technology, pending further evaluation and review by the Library Technology and Privacy Committee and Library Commission. The Budget and Finance Committee redirected the funds as follows:
   a. $550,000 Branch Library Improvement Program
   b. $100,000 Interim Youth and Senior Services during branch renovations.
   c. $ 30,000 Book of the Month Club

Budget Change Summary:

1. III/Keystone Maintenance Contract: $32,080

The Information Technology Division is requesting $32,080 for maintenance and support of its Integrated Library System (ILS) Innovative Interfaces Inc. Millennium; courier services associated with the implementation of Millennium Link+; and maintenance and support of the Library's blind and print disabled system, Keystone Automated Library System (KLAS). Maintenance for the system provided under 3 year warranty when the system was purchased in 2002-03 is expiring and a new agreement must be purchased.

2. Computer Refreshment (Scheduled Replacement): $225,000

In FY2004/05 the Library planned to exercise the City's new option for three-year lease ordering through the Computer Stores to refresh 615 library PCs and 15 laptops. The Library received viable proposals from three Computer Store Vendors, and selected En Pointe. The Library worked in conjunction with the Committee on Information Technology (COIT), Office of Contract Administration (OCA), and City Attorney to define and negotiate a Technology Refresh lease program. The planning process started early in the fiscal year but it was determined late in the fiscal year that City procedures for leasing programs were not yet in place. Therefore, the FY2004/05 and FY2005/06 computer refreshment funds are being used to refresh a reduced number of computers: In FY2004/05 265 PCs were purchased and in FY2005/06 288 PCs and 10 laptops will be purchased.

3. Upgrade 1022 IS Administrator to FT: $36,173

Convert an existing .5 FTE 1022 to 1.0 FTE in order to provide onsite coverage during those open hours where coverage is lacking: $28,938 (1022 Step 2) + benefits. The IT Help Desk coverage during the evening hours and Sundays is insufficiently staffed. There is one person on duty during hours that provide support for 8 locations on Sundays and up to 24 locations during the evening hours. Whenever any support service requires an onsite visit to a branch library or to a location in the Main Library, help desk support is not available, other than for emergencies. Unanticipated absences cannot be easily covered. Expanding the Technical Support staffing by converting one .5 FTE 1022 to 1.0 FTE will provide the needed 20-hour coverage.

4. E-Commerce Software: $12,000

Innovative Interfaces, Inc.'s E-commerce software package enables secure credit card payment of fines and fees or donations to the Library. Patrons can conveniently pay fines from remote locations via the Web-based patron record or make donations to the library using a special page on the library's Web site. Transactions are accepted in real time and any usage blocks caused by fines can be automatically removed upon payment. It is powered by VeriSign Payflow Pro, an industry leader in providing secure payment gateways. This software would free up staff with handling cash transactions. The Westerville Public Library in Ohio has implemented this product and reports that fine

collection has increased every month since they instituted the ability to pay fines with credit cards online. Includes:

- Implement Innovative Interfaces, Inc.'s E-Commerce module:
- E-Commerce Software ($10,500)
- Verisign Set-Up ($849)

5. PC Monitors & Privacy Panels: $200,000

$96,486 from Library Preservation Fund (LPF) Baseline revenue and $103,514 from LPF Reserves will be budgeted for a total of $200,000. Additionally, $7,000* from the computer supplies budget will be used for a total expenditure of $207,000 to replace 15" staff LCD monitors with 17" LCD monitors, circulation desk monitors with touch screen monitors, and 17" LCD monitors with 19" LCD monitors. In addition, the IT Division will redeploy the 15" LCD monitors to the public areas and purchase either protective or privacy screens as applicable.

*Originally amount to be redirected was $22,000. However, the IT supplies budget was reduced by $15,000.

6. Book Budget (Base Augmentation): $252,815

Annual adjustment to base: Each year the Library provides a percentage increase to the baseline to help offset increases in book and material item costs. This year, 2.2% was included in the base raising it $121,815. Collections increase needed because: Inflation in materials cost; increasing circulation; increases in holds on popular materials; proliferation of formats; popularity of international languages collections; and increasing emphasis on teen services.

Databases: In order to cover increased costs already negotiated for our current databases, to add new subject specific databases and to help manage & effectively use our large periodical collection & full-text databases a $75,000 increase is requested.

- Cover 2% increase in existing database costs - $14,000
- Add new serial control database (trials in progress) – up to $15,750
- Add genealogy database (already approved by RefNet) - $22,000
- Add new readers advisory database (still to be approved by RefNet) - $15,600
- Add new science database (subject need – trials in progress) – up to 7,650

CD-ROMS: $50,000 is being requested for a start-up collection of children's educational CD-ROMS for checkout. In 2002 we started a pilot project of interactive, educational software on CD-ROM in the Main Library Children's Center. The emphasis of the collection has been on software that helps develop a child's thinking and problem solving capabilities or exercises their emerging '3Rs' skills. The focus of the collection is to assist parents and children in support and enhancement of early literacy and school level educational skills. Approximately 2,500 CD-ROMs can be purchased for $50,000.

Graphic Novels: $6,000 is being requested to respond to the increasing demand from teens for this popular format. These funds would add 5 volumes of 4 new graphic novels series to 15 branch libraries.

7. Digital Video Editing System: $12,000

Upgrade and replace video editing system. Current video editing system is based on a Pentium II processor, which has become obsolete and will not allow software and hardware updates. New editing system work station will assist library in DVD authoring and digitizing archived videotape programs. New system will make editing web streamed projects possible. Includes:

- Replace Pentium II PC video workstation with Intel dual XEON processor workstation w/dual channel memory, optimized video/audio cards and two 19" LCD monitors. $ 5000.00
- Avid Express Pro software with Avid Mojo Digital Non-Linear Accelerator package $7000.00

8. Twelve Desktop Microphones: $3,700

Funds are requested to purchase 12 new desktop microphones that are better suited for panel discussions and Commission meetings. The microphones currently in use (Shure SM58) are general vocal microphones attached to desk stands. The SM58 microphones are designed mainly for singing and do not adequately pick up normal conversation level speech like the type at commission meetings and other panel style presentations. The SM58 microphone lacks an on/off switch and must be placed close to the speakers mouth. New desktop microphones, that are attached to a permanent base, with an adjustable 18" goose neck and an on/off switch will provide greater convenience to panel discussion participants, as they can be placed further away, providing room for notes to be placed in front of the speaker and will allow the speaker to turn on or off the mike. Sound quality of panel discussion will improve greatly especially in the Latino/ Hispanic meeting room.

9. Video Equipment in the Children's Center: $17,500

Funds are requested to replace obsolete Audio/Visual equipment in the Main Library, Children's Creative Center as part of an ongoing effort to address design problems that were identified in the Main Library Post Occupancy Evaluation (POE) report and to provide equipment that is compatible with and capable of projecting current digital presentation sources. Current projector will not sync any project PC presentation sources higher than Pentium II processors. Includes:

- Replace obsolete CRT video projector with LCD or DLP multi-sync video/data projector. $9000.
- Replace obsolete Laserdisc player with multicode DVD player. $1,000

- Reprogram A/V system control module (Crestron) software to operate new equipment. $2,500.
- Installation labor, misc. cables, connectors, video switching and interface components. $5,000.

10. Every Child Ready to Read: $12,000

- Purchase Every Child Ready to Read brochures for the parents of children birth through five years
- Purchase two program training kits for system children's librarians
- Purchase Every Child Ready to Read posters for every SFPL children's area

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA Every Child Ready to Read @ Your Library. The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents. The program provides training kits for staff, brochures for parents and posters to promote the program and the library as a basic resource. Purchasing of the program's materials and staff training would be the first step in the development and implementation of an overall revision in the library's approach to early literacy support for young children in the city of San Francisco. This first step will be followed by an increased commitment throughout the system to lapsit story times for the very young child and submission of an LSTA grant proposal to develop enriched early learning environments in all branches. Instituting Every Child Ready to Read, system-wide lapsits and early learning environments would position the library as the primary early learning resource available to all residents in the city of San Francisco. It would provide parents and care givers with the basic information and tools that would assist them in helping their children enter school ready to read, learn and succeed.

11. Recruitment Materials: $5,000

It is important for the San Francisco Public Library to be able to recruit the best of the best for our library system. The funds requested would be the first time that any money would be budgeted to help promote our library at professional conferences and in professional journals. As more and more librarians retire, the profession will not have enough librarians on a national level to fill all the vacancies in the coming few years as baby-boomers retire. It has become a higher priority to be proactive in recruiting for our own library system so that we can continue our history of quality library service to the public. The Human Resources Division is requesting $5,000 to:

- $500 ALA Midwinter Booth Rental
- $500 Annual Booth Rental

- $15 CLA Table/Space Rental
- $1,500 Shipping of Recruitment Materials To and From ALA Midwinter & Annual Conference & CLA Conference
- $30 Candy Giveaway at booth
- $300 Replacement case for Shipping Recruitment Materials
- $700 Recruitment Giveaways (e.g.: Pens with SFPL logo)
- $1,320 Recruitment Advertisement on CLA Jobmart or LJ Hotline

12. Urban Libraries Council Membership: $5,000

Currently, the Library pays an annual institutional membership fee to ULC of $7,000. This proposal would raise that amount to $12,000 annually. The Urban Libraries Council is the only entity that is positioned to provide support to major urban libraries in the United States.

13. Replace T-1 Lines with Fiber Optic Lines: $18,939

The Information Technology Division is requesting $18,939 to begin a process of increasing bandwidth to the Internet, to branches with heavy network traffic and to libraries opening in FY 2005/06. Discussions as to available options have been discussed with DTIS and CCSF's service provider, SBC. Although fiber optics would be the preferred option, these services are not covered in the CCSF's current contract with the service provider. An interim solution to convert T1s to 10Mbps DS3s and increase the capacity of the Main Library's DS3 to 20Mbps is proposed.

14. Radio Frequency Identification: $680,000 (see redirect)

15. Main Library POE Improvements: $1,350,000

Based on information provided by the firm, Cumming, LLC, for the Branch Bond Program costs and presented to the Library Commission on Jan. 6, 2005, it is prudent to include a 10% escalation cost to the approximately $4.0 million that has been appropriated for the 1st Floor POE/Renovation Project. In the 2004/05 budget, the 1st half costs of the automated sorting & holds units were appropriated with the expectation the 2nd half would be included in the 2005/06 budget and that is being done now with an increase due to steel costs as presented by Cumming, LLC and the company supplying the units. Due to the January 2005 plumbing problems at the Main Library it is also clear that more extensive work will need to be done in the 1st Floor bathrooms. Adding $350,000 to the already appropriated $350,000 will allow us to replace inadequate drains and pipes plus replace unsuitable fixtures and install industrial strength materials and the proper size drains and pipes. Includes:

- Labor & material increases to $4 million project (10%)= $400,000
- Automated sorting & holds units – 2nd half costs= $543,025 & material (steel) increases (10%)=$600,000
- Increase scope of bathroom renovation (replace drains/pipes)= $350,000

16. Book Budget - Opening Day Collections: $100,000

Six branch libraries are scheduled open either during fiscal 2005/2006, or shortly after the beginning of 2006/2007. In order to obtain the maximum benefit from publishing cycles, and create vibrant opening day collections, we are requesting $100,000 to be applied to: Western Addition, Marina, Sunset, West Portal, Glen Park and Mission Bay, in addition to their regular book and materials budgets.

17. Main Tree Replacement Project: $71,249

Replacement of two trees on the Fulton Street side of the Library, including adding a new ADA cast iron tree basin with appropriate drain lines. Proposal also includes replacing 34 existing granite/concrete tree grates with new concrete planters. This would replace trees that need it, correct the trip hazard at all tree bases, provide correct drainage in the basin, curb rat release onto the street and provide tree grates with flower planters at the base. Proposal is a request from the Office of the Mayor. Project costs are $71,240 or $41,249 more that reported on February 3, 2005. Prior estimate did not include replacing 34 existing granite/concrete tree grates with new concrete planters. Additional cost funded by LPF reserves.

18. Annual Maintenance Program: $200,000

Each year the Library requests funds to provide necessary maintenance above what is allocated in the baseline budget. With 28 buildings to maintain, we must be proactive to protect the tremendous capital investment in our buildings, as well as to make them safe and secure for the public benefit.

19. Park Branch Stairs: $78,000

Current the condition of the Park Branch Library entry stairs has deteriorated to a point where we must take action to ensure the safety of all users of the library. The entire staircase must be removed and replaced. The replacement stairs will be in concert with the style of the building, and will meet current codes.

20. Upgrade Preparator to Curator: $33,637

The initiative provides an upgrade of a part-time Museum Preparator in the Exhibitions & Programming unit to a fulltime Curator I. Currently, the Library has 1.5 preparators. The job description of a museum preparator does not include planning or design of an installation and exhibitions are largely dependent on the work of a part-time preparator who possesses these skills. The skills, initiative and flexibility of the preparator are not compensated at an adequate level. This initiative would place this person in a more appropriate classification and restore the position to fulltime.

21. Every Child Ready to Read Early Literacy Project & Supporting Successful Teens: $652,000

Every Child Ready to Read Early Literacy Project

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA *Every Child Ready to Read @ Your Library*. The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents.

Supporting Successful Teens

The Library will significantly expand Teen Services with this enhancement of an existing program targeted at youth and youth-at-risk. Specifically, 2.0 FTE Teen Librarian will be added to Visitacion Valley, Portola, and Mission branch libraries, as well as a .5 Teen Librarian at Log Cabin Ranch. None of these current locations have a Teen Librarian assigned. The project also includes funds for targeted books and materials as well as outreach materials.

Comments

The final hearing and approval by the full Board of Supervisors is scheduled for Tuesday, July 26, 2005.

Attachments

A. Every Child Ready To Read @ Your Library: The Library As A Center For Early Literacy

Introduction

Early literacy is what children know about reading and writing before they can actually read and write!

Research shows that there are six pre-reading skills that children must know before they can learn to read. They are:

- Print motivation – the child's interest in and enjoyment of books
- Phonological awareness – the ability to hear and play with the smaller sounds in words
- Vocabulary – knowing the names of things
- Narrative skills – being able to describe thins and events, and tell stories
- Print awareness – noticing print, knowing how to handle a book, and knowing how to follow the words on a page
- Letter knowledge – knowing letters are different from each other, their names and sounds, and recognizing them everywhere

Children who do not have these skills when they enter kindergarten begin school at a disadvantage and can suffer a lifetime of reading difficulty; there is a 90% probability that a child will remain a poor reader at the end of the fourth grade if the child is a poor reader at the end of the first grade.

The San Francisco Public Library can and should serve as a primary resource and support for parents and care givers in the development of early literacy in the City's children. Through Every Child Ready to Read @ Your Library, the library will build upon its rich resources, strengthen existing partnerships, respond to and initiate new partnerships and establish a core value of serving as a resource for others working with the preschool child in the development of early literacy.

Program of service

This priority of service will include:

- Providing workshops for parents on how to develop pre-reading skills at sites convenient to them as well as within the library
- Working with appropriate agencies to have Every Child Ready to Read workshops accredited as part of the continuing education of care givers and providing those workshops in conjunction with those and other designated agencies

- Providing written information for parents and care givers, including serving as a distribution resource/center for other agencies such as First Five, the San

Francisco Unified School District, and the Department of Children, Youth and their Families
- Enhancing book collections for the preschool age child
- Hosting relevant and enhancing programs by other agencies
- Children from low-income families including Bay View, Visitacion Valley, Bernal Heights and the Mission will be a priority.

Resources

Necessary resources for this program include:

- Two full time Early Literacy Librarians to work with relevant agencies, develop and present workshops for parents and care givers and provide ongoing training for staff
- Printing for brochures and flyers
- Enhanced book budget for the early years
- Programming funds for guest trainers/speakers
- Refreshments, etc. for workshops participants

Costs

Salaries for 1.0 FTE 3630 Teen Librarian @ $58,994	$58,994
Fringe Benefits @ 25%	14,748
1.0 FTE Contract Childhood Development Specialist	75,000
Printing	3,000
Book Budget enhancement	80,000
Programming funds	5,500
Other Current Expenses	5,702
Total Cost	**$242,944**

B. Supporting Successful Teens: The Library Role

Introduction

Teens require information to help them in making life decisions, access to nonjudgmental adults who can assist them, activities that provide constructive use of time, the chance to grow and develop and the opportunity to participate in developing and structuring the programs to meet their needs.

The San Francisco Public Library can and should serve as a primary source of support for the City's young people as they move through their school careers, develop strong information literacy and research skills, develop as young adults and ultimately move on to successful adulthood.

Proposal

The Library should expand its current teen program to better meet the needs of the City's youth, especially in the southeast sector and other areas where youth are at risk. Program expansion would include:

- Increased partnerships with the San Francisco Unified School District and other community organizations serving youth, including providing traditional and information literacy programs at the library and at school and organization sites
- Enhancement of teen materials collections supporting reading as a lifelong activity
- Expansion of programs to provide positive, free activities for youth both for pleasure and in support of their educational success
- Distribution of materials for other city organizations serving youth
- Providing space for other youth serving organizations to reach teens
- Working with youth to provide active development opportunities through volunteerism, participation in program and collection development and continuing education

Proposal support needs

Teen librarians will play a crucial role in promoting teen development in our community. It is of great importance for the library to participate along with other city agencies in addressing youth development principles.

At the San Francisco Public Library, quality assistance to teenagers can be provided by a staff that understands and respects their unique informational, educational, and cultural needs. To ensure that this vision becomes a reality, the San Francisco Public Library will train teen librarians to:

- promote reading and support literacy development
- advocate the use of information and communications technologies to further academic pursuits
- support equality of access to library materials and services
- foster increased collaboration and initiate partnerships with schools and youth agencies
- assure the intellectual freedom rights of teenagers are supported and addressed through library service
- guarantee equal access to information, services and materials is a right for teenagers
- offer a community network of activities and services that support healthy youth development

Teen librarians will:

- provide needed outreach to regional public middle and high schools
- administer programs for this age group that invite teens into libraries. Themes addressed will be social issues, cultural enrichment, creative arts, and

educational needs. Both younger and older teenagers will participate. Scholastic programs will assist teens with college or career preparation, while recreational programs such as game tournaments, book celebrations, poetry coffeehouses, movie nights, or cultural fairs. Additionally, partnerships with arts organizations will allow for presentation of classes in visual arts such as cartooning, photography, poetry writing, or improvisational theatre.

- provide pro-active assistance with academic pursuits
- develop and maintain an expanding collection of materials for ages 12 through 18 which supports healthy development into adulthood

The program proposal adds:

- Additional .5 FTE 3630 Teen Librarian at Visitacion Valley Branch
- Additional .5 FTE 3630 Teen Librarian at Portola Branch
- Additional 1 FTE 3630 Teen Librarian at Mission Branch
- Additional .5 FTE 3630 Teen Librarian at Log Cabin Ranch

The above changes also allow the current 3630 Teen Librarian serving three locations: Bayview, Visitacion Valley and Portola to serve Bayview full time, adds a .5 Teen Librarian to Portola and a .5 Teen Librarian to Visitacion Valley; adds a Teen Librarian to Mission which did not have one before.

Collection Enhancement

Many at-risk youth are provided with meaningful, creative and informative resources through the public library. Teen collections have cultivated positive experiences of the public library for a traditionally under-served segment of the community, resulting in increased youth participation in community development. If we are to attract the interest and involvement of this age group, we need to continue providing materials which speak to their experiences and needs.

These improvements will create a new generation of strong community participants who are well-informed and knowledgeable of resources.

Program costs

Salaries for 2.5 FTE 3630 Teen Librarians @$58,994	$147,485
Fringe Benefits @ 25%	36,871
Books and materials	200,000
Printing (booklists, flyers, etc.)	10,000
Program support	5,000
Other Current Expenses	9,700
Total Cost	**$ 409,056**

C. Annual Book Budget Comparison

Fiscal Year	AAO Operating Budget	Annual Change	Annual Percent Change	Annual Book Budget	Annual Change	Annual Percent Change	Book Percent to Budget
1998-1999	$41,422,714			$3,794,540			9.16%
1999-2000	$45,576,005	$4,153,291	10.03%	$4,143,026	$348,486	9.18%	9.09%
2000-2001	$47,829,766	$2,253,761	4.95%	$4,651,026	$508,000	12.26%	9.72%
2001-2002	$51,597,256	$3,767,490	7.88%	$5,098,779	$447,753	9.63%	9.88%
2002-2003	$54,872,108	$3,274,852	6.35%	$5,505,712	$406,933	7.98%	10.03%
2003-2004	$54,476,188	($395,920)	-0.72%	$5,525,055	$19,343	0.35%	10.14%
2004-2005	$56,183,367	$1,707,179	3.13%	$5,800,555	$275,500	4.99%	10.32%
2005-2006	$60,634,996	$4,451,629	7.92%	$6,153,370	$352,815	6.08%	10.15%
				$6,433,370 Add $280,000: Early Literacy & Supporting Teens	$632,815	10.91%	10.61%

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT
AUG 1 5 2005
SAN FRANCISCO
PUBLIC LIBRARY

1/05

vin Newsom
ayor

arles A. Higueras, A.I.A.
esident

even A. Coulter
ce President

len Marte Bautista
nnie K. Chin
velle Gomez
rry Kane
borah Strobin
mmissioners

is Herrera
ty Librarian

ichael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, July 21, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, July 21, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:15 pm.

Commissioners present: Coulter, Gomez, Kane, and Strobin.
Commissioners excused: Bautista
A quorum was present – President Higueras and Commissioner Chin's arrival was delayed.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: spoke in opposition to the Friends of the Library.

Ms. Ellen Egbert: expressed support for the Friends of the Library, about Commission oversight of branch library plans, designation of liaison to the Council for Neighborhood Libraries (CNL).

Mr. Bill Hale: commented on how to improve parking at the Marina Branch.

Mr. Peter Warfield: commented on Library's 2005/06 Budget, and legislation authorizing the acceptance of unrestricted non-profit donations by City Department heads.

Mr. Steve Martinez: congratulated the Commission and City Librarian on Library's FY 2005/06 Budget.

Commissioner Chin joined the meeting at 4:30pm.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

An anonymous member of the public: found the Minutes incomplete and inaccurate.

Mr. Peter Warfield: commented on defects in these Minutes.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 2 , 2005

Commissioner Coulter asked for revisions in the discussion of the Portola Branch Library. Vice President Coulter noted that quotations attributed to others offered in public comment should not be reported in the Minutes.

Commissioner Gomez corrected an inaccurate description of herself offered by the anonymous member of the public.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of June 2, 2005 as amended.

ACTION: 5-0 AYE (Chin, Coulter, Gomez, Kane, and Strobin)

AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

Public comment on AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

An anonymous member of the public: commented that these Minutes were inaccurate and deficient in detail.

Mr. Peter Warfield: spoke about the Commissioners' discussion of their Minutes, and found these Minutes inaccurate and incomplete.

Mr. Steve Martinez: suggested time was better spent addressing issues than discussing Minutes.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

Following a discussion of the history of acrimony concerning approval of meeting minutes it was suggested that the Commission Secretary prepare future meeting Minutes following the example set by the Board of Supervisors, within legal requirements. Deputy City Attorney Catharine Barnes noted that recordings of each meeting were the most complete record of what had occurred.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of June 16, 2005.

ACTION: 5-0 AYE (Chin, Coulter, Gomez, Kane, Strobin)

AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero reported on:
The re-opening of the Excelsior Branch Library;
The Friend's Capital Campaign for the Branch Libraries; and
The "Among Friends" newsletter and Friend's bookstores brochures.

President Higueras joined the meeting at 4:58pm.

Public comment on AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

None offered.

AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Branch Library Improvement Program Manager Marilyn Thompson presented reports on:
BLIP schedule; Budget; and Construction Reports, (Copies attached).
The BLIP Manager noted that there would be no informational report this month.
Mr. Roberto Lombardi, BLIP Construction Manager presented a special report on Bidding and Construction issues, (Copy attached).

Public comment on AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

An anonymous member of the public: spoke about the Excelsior Branch Library re-opening, the Bidding and Construction Report, and the new Glen Park Branch.

Ms. Azalria Merrill, Carpenters' Local 22: urged Library use of local hiring on BLIP projects.

Mr. Jim Salinas, Carpenters' Local 22: discussed San Francisco's local hiring program; noted availability of a highly skilled local workforce; and the importance of local hiring to City residents.

Mr. Peter Warfield: commented on the re-opening of the Excelsior Branch Library.

Commission discussion of AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

President Higueras proposed that Mr. Chris Iglesias of the Mayor's Office be invited to a future Commission meeting to provide additional information on the hiring of local residents on City funded construction projects.

President Higueras called for a brief recess at 6:05pm.
The Commission returned to session at 6:18pm.

AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on:
Excelsior Branch Library re-opening;
Annual Volunteer Recognition Luncheon;
Library Technology & Privacy Advisory Committee; and
Current exhibits and programs.

Public comment on AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

An anonymous member of the public: commented on 190-9th Street opening; and the Library Technology & Privacy Advisory Committee.

Mr. Peter Warfield: discussed the "Nazi Persecution of Homosexuals" Exhibit; about lack of materials on Magnus Hirschfeld; and the Library Privacy & Technology Advisory Committee.

Mr. Steve Martinez: noted volunteers were a valued Library resource; and that the City Librarian's Report could be presented as an informational item without need for comment.

Commission discussion of AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

Vice President Coulter discussed the "Out at the Library" Exhibit and its associated "Nazi Persecution of Homosexuals" Exhibit.
Vice President Coulter reported on the Library Technology & Privacy Advisory Committee.
Vice President Coulter commended Children and Youth Services staff for producing exemplary book lists for young library users.

President Higueras thanked the volunteers, calling special attention to services provided by the volunteer City Guides.

AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

City Librarian Luis Herrera and Library Chief Financial Officer Jay Manglicmot presented an overview of the $62.115, 143.00 FY 2005/06 Library Budget as approved by the Board of Supervisors, (Copy attached).

The Library's Chief Financial Officer reported details of two initiatives, "Every Child Ready to Read" and "Supporting Successful Teens. Mr. Manglicmot then reported how funds budgeted for RFID implementation had been reprogrammed by the Supervisors for other Library uses.

Commissioner Kane left the meeting during the report.

Public comment on AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

An anonymous member of the public: inquired about $1 million now in the Budget without Commission review; concerning the "Book Budget"; and about the legality of expenditures and creation of a BLIP "slush fund".

Mr. Peter Warfield: questioned accuracy of the Budget's numbers; discussed Prop. E's (Library Preservation Fund 1994) priorities; and wanted details of the "Book Budget".

Mr. Steve Martinez: suggested this report could be presented as an informational update.

Comission discussion of AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

Library Chief of Children and Youth Services Toni Bernardi reported additional information about the "Every Child Ready to Read" and "Supporting Successful Teens" expanded program initiatives.

Commissioner Chin recommended that parents and caregivers be kept involved and recommended making these programs available at the Western Addition Branch Library.

President Higueras discussed the importance of ongoing maintenance.
President Higueras inquired concerning progress in the filling the Library Director of Facilities and Maintenance position.

Commissioner Gomez inquired about the "Book of the Month" Club included in the Budget.

AGENDA ITEM # 7 LABOR UNION REPORT

Ms. Melissa Riley, Librarian's Guild, thanked the Commissioners for considering issues raised by members of the Carpenters' Union.

Public comment on AGENDA ITEM # 7 LABOR UNION REPORT

An anonymous member of the public: favored regular Union reports.

Mr. Peter Warfield: welcomed reports by the Library unions.

AGENDA ITEM # 8 NEW BUSINESS

None offered.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Chin, 2nd Commissioner Strobin to adjourn the regular July 21, 2005 Public Library Commission meeting "In memoriam" of Library staff member Selby Collins and Robert Harrison.

Public comment on AGENDA ITEM #9 ADJOURNMENT

None offered

ACTION: AYE 5-0 (Chin, Coulter, Higueras, Gomez, and Strobin)

The Commission meeting adjourned at 7:18pm.

Michael Housh, Commission Secretary 7/29/05

Please note: These are draft Minutes subject to change by the Public Library Commission. Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

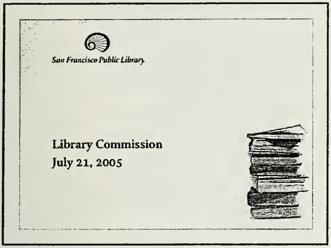
BLIP Program Manager's report slides
BLIP Program Budget, Schedule, and Construction Reports,
Library FY 2005/06 Budget Update Report

Minutes of the Library Commission Meeting July 21, 2005

Appendix A

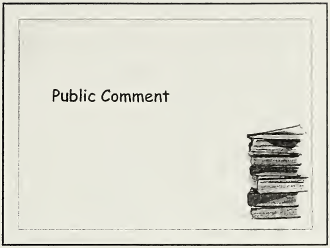
The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

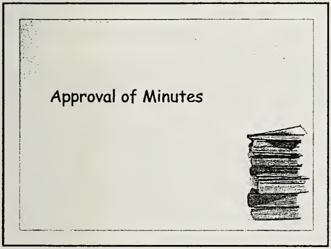


San Francisco Public Library

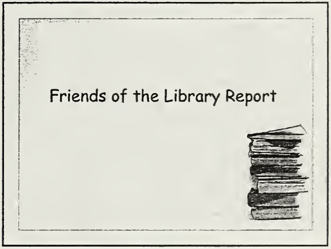
Library Commission
July 21, 2005



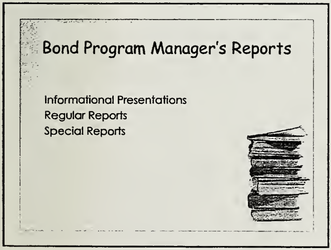
Public Comment



Approval of Minutes

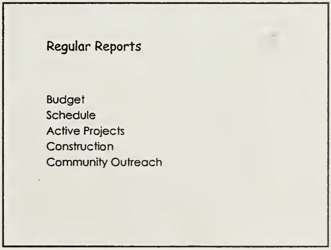


Friends of the Library Report



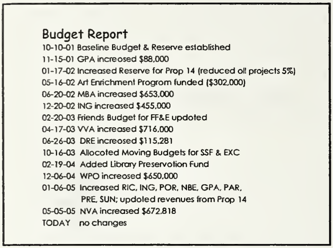
Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports



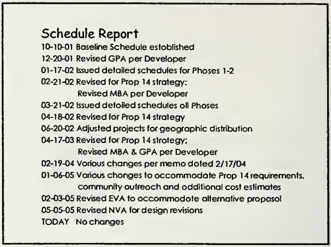
Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach



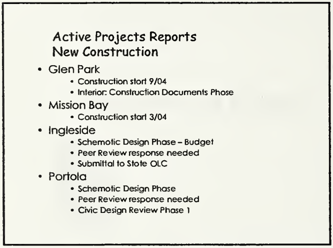
Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR,
PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818
TODAY no changes



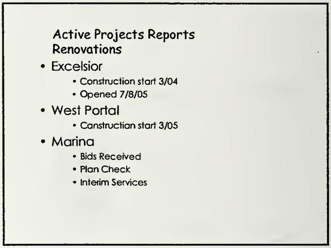
Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy:
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements,
community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes



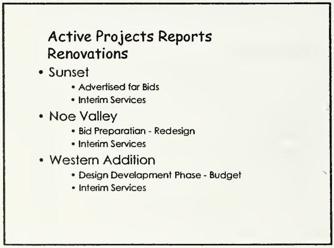
Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Budget
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Schematic Design Phase
  - Peer Review response needed
  - Civic Design Review Phase 1



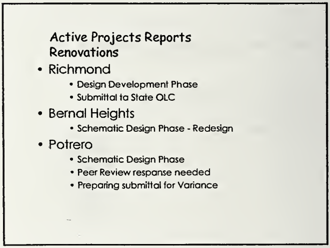
Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Bids Received
  - Plan Check
  - Interim Services



Active Projects Reports
Renovations

- Sunset
  - Advertised for Bids
  - Interim Services
- Noe Valley
  - Bid Preparation - Redesign
  - Interim Services
- Western Addition
  - Design Development Phase - Budget
  - Interim Services



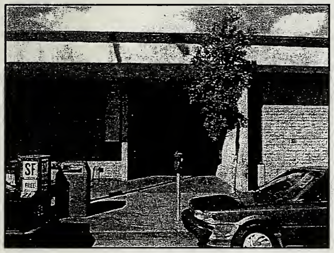
Active Projects Reports
Renovations

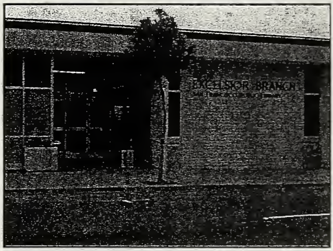
- Richmond
  - Design Development Phase
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response needed
  - Preparing submittal for Variance

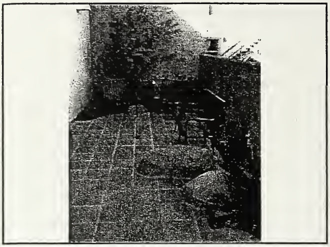
Active Projects Reports • Renovations

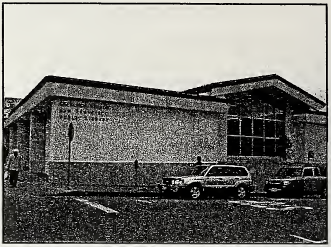
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase
- Other
  - 3rd series Bond issue

Construction Reports

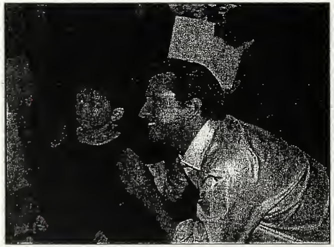


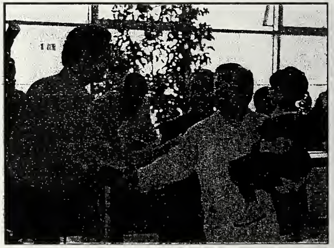

EXCELSIOR BRANCH
SAN FRANCISCO PUBLIC LIBRARY

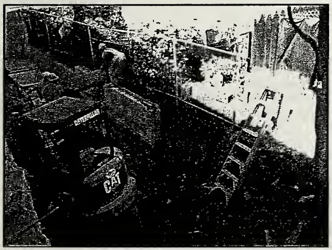


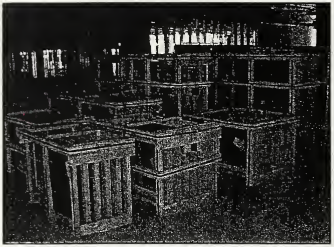


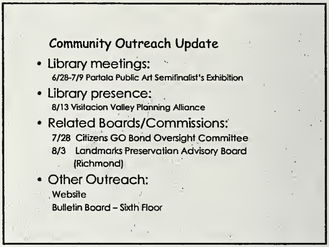
We Did It!
We Did It!
We Did It!





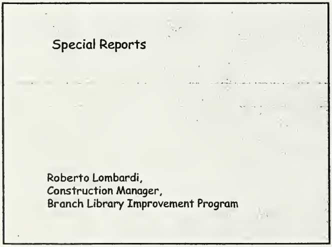

CATERPILLAR
CAT





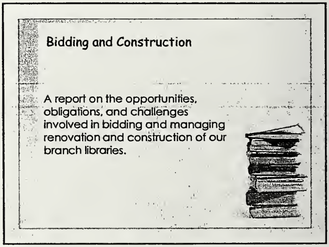
Community Outreach Update

- Library meetings:
  6/28-7/9 Portola Public Art Semifinalist's Exhibition
- Library presence:
  8/13 Visitacion Valley Planning Alliance
- Related Boards/Commissions:
  7/28 Citizens GO Bond Oversight Committee
  8/3 Landmarks Preservation Advisory Board (Richmond)
- Other Outreach:
  Website
  Bulletin Board – Sixth Floor



Special Reports

Roberto Lombardi,
Construction Manager,
Branch Library Improvement Program



Bidding and Construction

A report on the opportunities, obligations, and challenges involved in bidding and managing renovation and construction of our branch libraries.

Bidding and Construction

- •Bidding Incentives
- •Bidding Requirements
- •Practical Effects on Contractor Bids
- •Marketing Projects
- •Managing Construction
- •Conclusion

Bidding Incentives

- Human Rights Commission
- Bid Preference for DBE businesses 10%
- Bid Preference for joint venture businesses 5 to 7-1/2%
  - Generals Cantactors <14M / last three years
  - Subs and suppliers <7M / last three years
- City Guaranteed Performance Bonds
- Prompt Payment
- Construction management

Bidding Requirements

- Subcontracting goals – Marina Library 13%
- Must prove good faith hiring effort if goals not reached
- Non-discrimination in Benefits – Chapter 12B SF Admin Code
- Local employee hiring requirement
- Union apprenticeship and training programs
- Bonding Capacity
- Other miscellaneous requirements, such as insurance and qualification statements

Practical Effects on Contractor Bids

- – 10% bid discount – a significant impact
- – Prevailing Wage impact
- – Paperwork learning curve for new GC's
- – Staffing to meet City Requirements
- – OFFMA – payment issues
- – HRC – DBE business issues
- – OLSE – prevailing wage issues

Marketing to Potential Bidders

- – City Web Site http://www.sfgov.org
- – Bids advertised in newspapers
- – Plan rooms throughout Bay Area
- – Use of plan holders list
- – Pre-bid meetings
- – Telephone alerts
- – Architect's contacts
- – Reputation of program

The Construction Teams

DPW – Bureau of Construction Management

Construction Manager
Resident Engineers and Inspectors
Schedulers, estimators, admin support
HRC, OLSE, City Attorney

General Contractor

Project Manager
Office Engineer
Superintendent
Schedulers, estimators, admin support

BCM - Construction Management

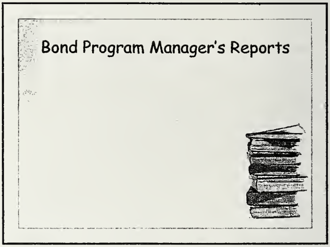
- Resident Engineer on site daily inspecting the quality of the work
- Hold weekly meetings with contractor and architect
- Schedule inspections
- Work with architect and contractor to solve problems
- Manage schedule progress or delays, maintain logs and reports
- Negotiate change orders
- Review and approve progress payments
- Coordinate work of PGE and City departments
- Facilitate and assist SFPL move-in

BCM - Proactive Management!

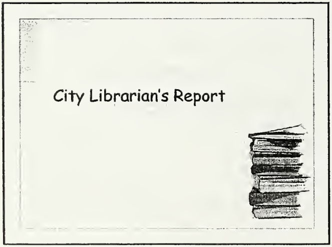
- Review plans and specs prior to bid
- Encourage builders to submit bids
- Build the team at beginning of project
- On site project wranglers!
- Tough and fair negotiating
- Protecting City's interests
- Building a stable of bidders

Conclusion

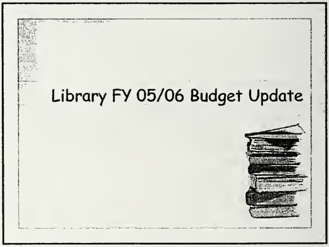
- Challenge
  - **Maintaining construction budgets in uncertain economic environment**
- Obligation
  - **Delivering excellent projects**
- Opportunity
  - **Increasing the pool of high quality affordable contractors**



Bond Program Manager's Reports

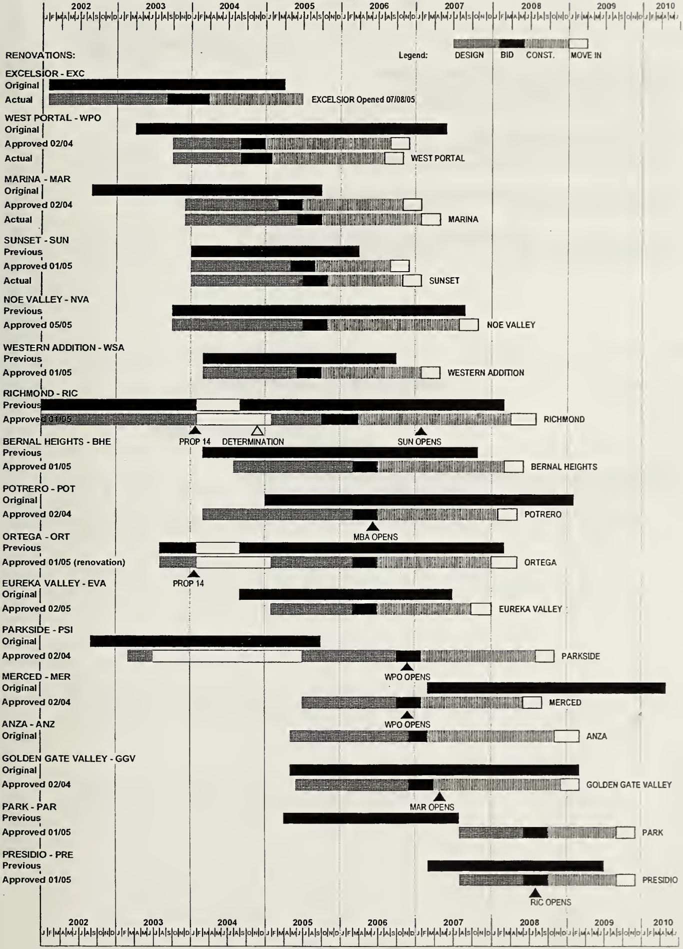


City Librarian's Report

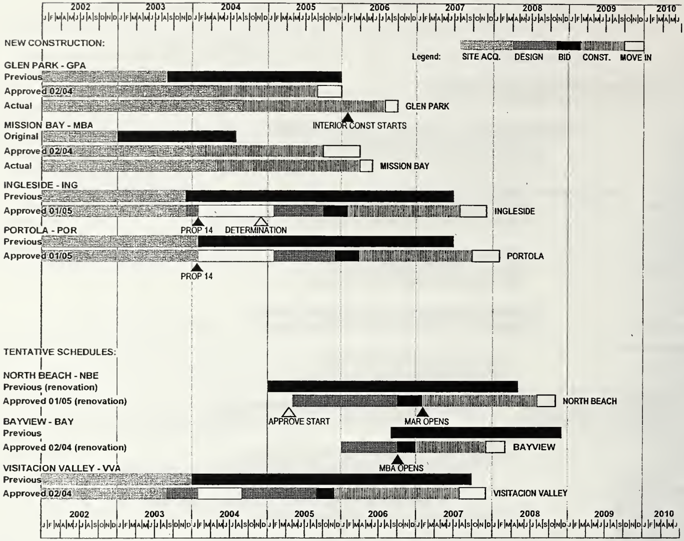


Library FY 05/06 Budget Update

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



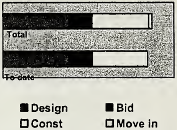
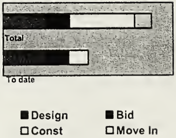
Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005

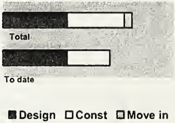
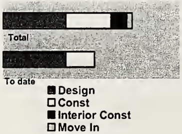


July 21, 2005 Commission Meeting

	BUDGET		REVENUE					EXPENDITURES/ENCUMBRANCES	
			FUND STRATEGY			FUND STATUS			
Branch	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	Other Funds	Total All Sources	Appropriated	Total Available	Actual 30-Jun-05	New This Month
Site Acquisitions & New Construction									
Glen Park	4,570,000	4,881,000	4,681,000	200,000 (5)	4,881,000	4,728,250	4,728,250	287,883	6,461
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578 (1)	5,751,855	2,890,000	2,890,000	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000		3,957,000	3,957,000	3,957,000	3,688,322	20,370
Portola	4,570,000	4,818,520	4,388,000	430,520 (5)	4,818,520	2,435,000	2,435,000	1,877,730	1,000
Visitacion Valley	5,320,000	5,884,500	5,826,500	58,000 (6)	5,884,500	2,870,000	2,870,000	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	70,342 (6)	8,946,342	8,626,000	8,626,000	8,837,586	1,990
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*4,225,440*	*34,239,217*	*25,506,250*	*25,506,250*	*19,482,349*	*29,821*
Renovations									
Anza	4,740,000	4,503,000	4,503,000		4,503,000				
Bayview	3,820,000	3,629,000	3,629,000		3,629,000			18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		5,082,500			184,298	7,128
Eureka Valley	4,580,000	4,351,000	4,351,000		4,351,000			22,394	3,586
Excelsior	3,820,000	3,649,000	3,649,000		3,649,000	3,629,000	3,629,000	3,442,609	118,941
Golden Gate Valley	5,340,000	5,073,000	5,073,000		5,073,000	50,000	50,000		
Marina	4,110,000	3,904,500	3,904,500		3,904,500	976,125	976,125	592,871	36,729
Merced	4,200,000	3,990,000	3,990,000		3,990,000	-	-		
Noe Valley	4,410,000	4,862,318	4,862,318		4,862,318	1,047,125	1,047,125	797,229	(3,483)
North Beach	3,460,000	3,763,600	3,287,000	476,600 (5)	3,763,600	821,750	821,750	118	
Ortega	3,560,000	3,382,000	3,382,000		3,382,000	350,000	350,000	128,956	2,368
Park	1,310,000	1,310,000	1,244,500	65,500 (5)	1,310,000	-	-		
Parkside	2,880,000	3,236,000	3,236,000		3,236,000	2,736,000	2,736,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500		4,018,500	-	-	113,939	16,373
Presidio	1,530,000	1,530,000	1,453,500	76,500 (5)	1,530,000	353,400	353,400	136,152	
Richmond	7,630,000	9,022,642	1,137,606	7,885,036 (1) (2)	9,022,642	2,441,500	2,441,500	1,215,416	59,202
Sunset	1,490,000	1,490,000	1,415,500	74,500 (5)	1,490,000	1,415,500	1,415,500	277,476	598
West Portal	4,110,000	4,554,500	4,554,500		4,554,500	976,125	976,125	3,905,469	30,339
Western Addition	3,430,000	3,258,500	3,258,500		3,258,500	-	-	261,229	
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*8,578,136*	*74,610,060*	*14,796,525*	*14,796,525*	*11,186,441*	*271,781*
Program-Wide Services & Costs									
Library's Program Costs	800,000	800,000	800,000		800,000	600,000	600,000	702,313	791
Program Consultants	750,000	750,000	750,000		750,000	562,500	562,500	193,547	11,301
Program Management	3,600,000	4,900,000	4,900,000		4,900,000	1,013,822	1,013,822	1,595,099	44,760
Real Estate Dept	120,000	235,281	235,281		235,281	235,281	235,281	235,281	
Art Enrichment Program		302,000	302,000		302,000	302,000	302,000	165,416	2,426
Interim Services		438,400	253,542	184,858 (4)	438,400	300,000	300,000	433,322	
Moving Reserve	4,360,000	410,000	94,858	315,142 (4)	410,000				
Furniture Reserve	15,000,000	16,000,000		16,759,170 (3) (1)	16,759,170				
Bond Financing Costs	1,500,000	1,000,000	1,000,000		1,000,000	338,622	338,622	290,051	
Program Reserve	1,875,000	1,833,479	1,483,618	349,861 (5)	1,833,479				
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*17,609,031*	*27,428,330*	*3,352,225*	*3,352,225*	*3,615,029*	*59,278*
TOTAL	133,265,000	135,518,437	105,865,000	30,412,607	136,277,607	43,655,000	43,655,000	34,283,819	360,880

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)

Branch	Contacts	Statistics	Activities	Schedule
Excelsior Branch 4400 Mission Street	**District/Supervisor:** 11 / Sandoval **Architect:** DPW Bureau of Architecture **Contractor:** CDX Builders	**Bid:** $1,793,800 **Change Orders:** $252,229 **Total Contract:** $2,046,029 **Payments:** $1,902,131 **Duration:** 520 days **Extensions:** -23 days **Total Duration:** 497 days **Substantial:** 5/27/05 **End date:** 07/26/05 **Open:** 07/08/05	Substantial completion 5/27 MEP permits closed Punch list Disabled access approval received Opening party 7/9	
West Portal Branch 900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Bid:** $2,980,000 **Change Orders:** $0 **Total Contract:** $2,980,000 **Payments:** $195,188 **Duration:** 460 days **Extensions:** 0 days **Total Duration:** 460 days **Substantial:** 4/10/06 **End Date:** 6/9/06	Demolition complete Shoring permit pending Change order pending: 2 month non-compensatory extension for permit delays	

Branch	Contacts	Statistics	Activities	Schedule
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,636 **Change Orders:** $18,956 **Total Contract:** $2,452,592 **Payments:** $900,842 **Duration:** 638 days **Extensions:** 31 days **Total Duration:** 669 days **Substantial:** 01/06/06	Metal stud installation Curtain wall enclosure Casework & shelving shop drawings Topping out June 3, 2005	
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion of Shell:** 12/31/05	Lobby stairs complete Shrouded for exterior plastering No payments made till finished Design of interior construction proceeding. Bid fall 2005.	

Fiscal Year 2005-2006 Recommended Budget for the San Francisco Public Library

Updated July 18, 2005

The original proposed budget approved by the Library Commission was **$61,067,371**. After the board analyst review, the budget recommended by the Board of Supervisors Budget and Finance Committee totals **$62,115,643**. This total represents an increase of **$2,921,695** or **5.0%** from the FY 04-05 budget. The following details the changes that occurred:

Category	Original Proposed Budget	Changes by the Board Analyst		Revised Budget Pending Full Board Hearing
Salaries	$34,934,035	($84,233)	(a)	$34,849,802
Fringe Benefits	$10,839,391	($15,417	(a)	$10,823,974
Non-Personal Services	$ 2,169,212	$26,434	(b)	$ 2,195,646
Materials & Supplies	$ 1,183,310	($67,500)	(c)	$ 1,115,810
City Grants Program		$652,000	(d)	$652,000
Books & Other Collections	$ 6,153,370			$ 6,153,370
Equipment	$ 1,209,500	($736,061)	(e)	$ 473,439
Services of Other Dept.	$ 2,879,304	$593,049	(f)	$3,472,353
Building, Structures & Imprv	$ 1,699,249			$ 1,699,249
Sub-Total	$61,067,371			$61,435,643
Redirect		$680,000	(g)	$680,000
Total Budget	$61,067,371	$1,048,272		$62,115,643

a) Decrease in Salaries due to increase in attrition savings to reflect expenditures levels in FY 2004-2005, adjusted to permit filling of vacant positions.

b) 10 % increase in rent for the five library branches since negotiation is still in process for the renewal of some of the leases.

c) Reduction in Materials & Supplies.

d) This category provides an allocation for two library initiatives: **Every Child Ready to Read** and **Supporting Successful Teens**. Details on these programs are attached.

e) Proposal was for $75,000 to replace T-1 lines with fiber optic lines, this was reduced to $18,939. In addition the $680,000 RFID project fund was redirected.

f) $593,049 increase in the work order fund for the services of other departments.

g) The original request totaling $680,000 was to place on reserve the funds to be used for possible implementation of RFID technology, pending further evaluation and review by the Library Technology and Privacy Committee and Library Commission. The Budget and Finance Committee redirected the funds as follows:
    a. $550,000 Branch Library Improvement Program
    b. $100,000 Interim Youth and Senior Services during branch renovations.
    c. $ 30,000 Book of the Month Club

Budget Change Summary:

1. III/Keystone Maintenance Contract: $32,080

The Information Technology Division is requesting $32,080 for maintenance and support of its Integrated Library System (ILS) Innovative Interfaces Inc. Millennium; courier services associated with the implementation of Millennium Link+; and maintenance and support of the Library's blind and print disabled system, Keystone Automated Library System (KLAS). Maintenance for the system provided under 3 year warranty when the system was purchased in 2002-03 is expiring and a new agreement must be purchased.

2. Computer Refreshment (Scheduled Replacement): $225,000

In FY2004/05 the Library planned to exercise the City's new option for three-year lease ordering through the Computer Stores to refresh 615 library PCs and 15 laptops. The Library received viable proposals from three Computer Store Vendors, and selected En Pointe. The Library worked in conjunction with the Committee on Information Technology (COIT), Office of Contract Administration (OCA), and City Attorney to define and negotiate a Technology Refresh lease program. The planning process started early in the fiscal year but it was determined late in the fiscal year that City procedures for leasing programs were not yet in place. Therefore, the FY2004/05 and FY2005/06 computer refreshment funds are being used to refresh a reduced number of computers: In FY2004/05 265 PCs were purchased and in FY2005/06 288 PCs and 10 laptops will be purchased.

3. Upgrade 1022 IS Administrator to FT: $36,173

Convert an existing .5 FTE 1022 to 1.0 FTE in order to provide onsite coverage during those open hours where coverage is lacking: $28,938 (1022 Step 2) + benefits. The IT Help Desk coverage during the evening hours and Sundays is insufficiently staffed. There is one person on duty during hours that provide support for 8 locations on Sundays and up to 24 locations during the evening hours. Whenever any support service requires an onsite visit to a branch library or to a location in the Main Library, help desk support is not available, other than for emergencies. Unanticipated absences cannot be easily covered. Expanding the Technical Support staffing by converting one .5 FTE 1022 to 1.0 FTE will provide the needed 20-hour coverage.

4. E-Commerce Software: $12,000

Innovative Interfaces, Inc.'s E-commerce software package enables secure credit card payment of fines and fees or donations to the Library. Patrons can conveniently pay fines from remote locations via the Web-based patron record or make donations to the library using a special page on the library's Web site. Transactions are accepted in real time and any usage blocks caused by fines can be automatically removed upon payment. It is powered by VeriSign Payflow Pro, an industry leader in providing secure payment gateways. This software would free up staff with handling cash transactions. The Westerville Public Library in Ohio has implemented this product and reports that fine

collection has increased every month since they instituted the ability to pay fines with credit cards online. Includes:

- Implement Innovative Interfaces, Inc.'s E-Commerce module:
- E-Commerce Software ($10,500)
- Verisign Set-Up ($849)

5. PC Monitors & Privacy Panels: $200,000

$96,486 from Library Preservation Fund (LPF) Baseline revenue and $103,514 from LPF Reserves will be budgeted for a total of $200,000. Additionally, $7,000* from the computer supplies budget will be used for a total expenditure of $207,000 to replace 15" staff LCD monitors with 17" LCD monitors, circulation desk monitors with touch screen monitors, and 17" LCD monitors with 19" LCD monitors. In addition, the IT Division will redeploy the 15" LCD monitors to the public areas and purchase either protective or privacy screens as applicable.

*Originally amount to be redirected was $22,000. However, the IT supplies budget was reduced by $15,000.

6. Book Budget (Base Augmentation): $252,815

Annual adjustment to base: Each year the Library provides a percentage increase to the baseline to help offset increases in book and material item costs. This year, 2.2% was included in the base raising it $121,815. Collections increase needed because: Inflation in materials cost; increasing circulation; increases in holds on popular materials; proliferation of formats; popularity of international languages collections; and increasing emphasis on teen services.

Databases: In order to cover increased costs already negotiated for our current databases, to add new subject specific databases and to help manage & effectively use our large periodical collection & full-text databases a $75,000 increase is requested.

- Cover 2% increase in existing database costs - $14,000
- Add new serial control database (trials in progress) – up to $15,750
- Add genealogy database (already approved by RefNet) - $22,000
- Add new readers advisory database (still to be approved by RefNet) - $15,600
- Add new science database (subject need – trials in progress) – up to 7,650

CD-ROMS: $50,000 is being requested for a start-up collection of children's educational CD-ROMS for checkout. In 2002 we started a pilot project of interactive, educational software on CD-ROM in the Main Library Children's Center. The emphasis of the collection has been on software that helps develop a child's thinking and problem solving capabilities or exercises their emerging '3Rs' skills. The focus of the collection is to assist parents and children in support and enhancement of early literacy and school level educational skills. Approximately 2,500 CD-ROMs can be purchased for $50,000.

Graphic Novels: $6,000 is being requested to respond to the increasing demand from teens for this popular format. These funds would add 5 volumes of 4 new graphic novels series to 15 branch libraries.

7. Digital Video Editing System: $12,000

Upgrade and replace video editing system. Current video editing system is based on a Pentium II processor, which has become obsolete and will not allow software and hardware updates. New editing system work station will assist library in DVD authoring and digitizing archived videotape programs. New system will make editing web streamed projects possible. Includes:

- Replace Pentium II PC video workstation with Intel dual XEON processor workstation w/dual channel memory, optimized video/audio cards and two 19" LCD monitors. $ 5000.00
- Avid Express Pro software with Avid Mojo Digital Non-Linear Accelerator package $7000.00

8. Twelve Desktop Microphones: $3,700

Funds are requested to purchase 12 new desktop microphones that are better suited for panel discussions and Commission meetings. The microphones currently in use (Shure SM58) are general vocal microphones attached to desk stands. The SM58 microphones are designed mainly for singing and do not adequately pick up normal conversation level speech like the type at commission meetings and other panel style presentations. The SM58 microphone lacks an on/off switch and must be placed close to the speakers mouth. New desktop microphones, that are attached to a permanent base, with an adjustable 18" goose neck and an on/off switch will provide greater convenience to panel discussion participants, as they can be placed further away, providing room for notes to be placed in front of the speaker and will allow the speaker to turn on or off the mike. Sound quality of panel discussion will improve greatly especially in the Latino/ Hispanic meeting room.

9. Video Equipment in the Children's Center: $17,500

Funds are requested to replace obsolete Audio/Visual equipment in the Main Library, Children's Creative Center as part of an ongoing effort to address design problems that were identified in the Main Library Post Occupancy Evaluation (POE) report and to provide equipment that is compatible with and capable of projecting current digital presentation sources. Current projector will not sync any project PC presentation sources higher than Pentium II processors. Includes:

- Replace obsolete CRT video projector with LCD or DLP multi-sync video/data projector. $9000.
- Replace obsolete Laserdisc player with multicode DVD player. $1,000

- Reprogram A/V system control module (Crestron) software to operate new equipment. $2,500.
- Installation labor, misc. cables, connectors, video switching and interface components. $5,000.

10. Every Child Ready to Read: $12,000

- Purchase Every Child Ready to Read brochures for the parents of children birth through five years
- Purchase two program training kits for system children's librarians
- Purchase Every Child Ready to Read posters for every SFPL children's area

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA Every Child Ready to Read @ Your Library. The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents. The program provides training kits for staff, brochures for parents and posters to promote the program and the library as a basic resource. Purchasing of the program's materials and staff training would be the first step in the development and implementation of an overall revision in the library's approach to early literacy support for young children in the city of San Francisco. This first step will be followed by an increased commitment throughout the system to lapsit story times for the very young child and submission of an LSTA grant proposal to develop enriched early learning environments in all branches. Instituting Every Child Ready to Read, system-wide lapsits and early learning environments would position the library as the primary early learning resource available to all residents in the city of San Francisco. It would provide parents and care givers with the basic information and tools that would assist them in helping their children enter school ready to read, learn and succeed.

11. Recruitment Materials: $5,000

It is important for the San Francisco Public Library to be able to recruit the best of the best for our library system. The funds requested would be the first time that any money would be budgeted to help promote our library at professional conferences and in professional journals. As more and more librarians retire, the profession will not have enough librarians on a national level to fill all the vacancies in the coming few years as baby-boomers retire. It has become a higher priority to be proactive in recruiting for our own library system so that we can continue our history of quality library service to the public. The Human Resources Division is requesting $5,000 to:

- $500 ALA Midwinter Booth Rental
- $500 Annual Booth Rental

- $15 CLA Table/Space Rental
- $1,500 Shipping of Recruitment Materials To and From ALA Midwinter & Annual Conference & CLA Conference
- $30 Candy Giveaway at booth
- $300 Replacement case for Shipping Recruitment Materials
- $700 Recruitment Giveaways (e.g.: Pens with SFPL logo)
- $1,320 Recruitment Advertisement on CLA Jobmart or LJ Hotline

12. Urban Libraries Council Membership: $5,000

Currently, the Library pays an annual institutional membership fee to ULC of $7,000. This proposal would raise that amount to $12,000 annually. The Urban Libraries Council is the only entity that is positioned to provide support to major urban libraries in the United States.

13. Replace T-1 Lines with Fiber Optic Lines: $18,939

The Information Technology Division is requesting $18,939 to begin a process of increasing bandwidth to the Internet, to branches with heavy network traffic and to libraries opening in FY 2005/06. Discussions as to available options have been discussed with DTIS and CCSF's service provider, SBC. Although fiber optics would be the preferred option, these services are not covered in the CCSF's current contract with the service provider. An interim solution to convert T1s to 10Mbps DS3s and increase the capacity of the Main Library's DS3 to 20Mbps is proposed.

14. Radio Frequency Identification: $680,000 (see redirect)

15. Main Library POE Improvements: $1,350,000

Based on information provided by the firm, Cumming, LLC, for the Branch Bond Program costs and presented to the Library Commission on Jan. 6, 2005, it is prudent to include a 10% escalation cost to the approximately $4.0 million that has been appropriated for the 1st Floor POE/Renovation Project. In the 2004/05 budget, the 1st half costs of the automated sorting & holds units were appropriated with the expectation the 2nd half would be included in the 2005/06 budget and that is being done now with an increase due to steel costs as presented by Cumming, LLC and the company supplying the units. Due to the January 2005 plumbing problems at the Main Library it is also clear that more extensive work will need to be done in the 1st Floor bathrooms. Adding $350,000 to the already appropriated $350,000 will allow us to replace inadequate drains and pipes plus replace unsuitable fixtures and install industrial strength materials and the proper size drains and pipes. Includes:

- Labor & material increases to $4 million project (10%)= $400,000
- Automated sorting & holds units – 2nd half costs= $543,025 & material (steel) increases (10%)=$600,000
- Increase scope of bathroom renovation (replace drains/pipes)= $350,000

16. Book Budget - Opening Day Collections: $100,000

Six branch libraries are scheduled open either during fiscal 2005/2006, or shortly after the beginning of 2006/2007. In order to obtain the maximum benefit from publishing cycles, and create vibrant opening day collections, we are requesting $100,000 to be applied to: Western Addition, Marina, Sunset, West Portal, Glen Park and Mission Bay, in addition to their regular book and materials budgets.

17. Main Tree Replacement Project: $71,249

Replacement of two trees on the Fulton Street side of the Library, including adding a new ADA cast iron tree basin with appropriate drain lines. Proposal also includes replacing 34 existing granite/concrete tree grates with new concrete planters. This would replace trees that need it, correct the trip hazard at all tree bases, provide correct drainage in the basin, curb rat release onto the street and provide tree grates with flower planters at the base. Proposal is a request from the Office of the Mayor. Project costs are $71,240 or $41,249 more that reported on February 3, 2005. Prior estimate did not include replacing 34 existing granite/concrete tree grates with new concrete planters. Additional cost funded by LPF reserves.

18. Annual Maintenance Program: $200,000

Each year the Library requests funds to provide necessary maintenance above what is allocated in the baseline budget. With 28 buildings to maintain, we must be proactive to protect the tremendous capital investment in our buildings, as well as to make them safe and secure for the public benefit.

19. Park Branch Stairs: $78,000

Current the condition of the Park Branch Library entry stairs has deteriorated to a point where we must take action to ensure the safety of all users of the library. The entire staircase must be removed and replaced. The replacement stairs will be in concert with the style of the building, and will meet current codes.

20. Upgrade Preparator to Curator: $33,637

The initiative provides an upgrade of a part-time Museum Preparator in the Exhibitions & Programming unit to a fulltime Curator I. Currently, the Library has 1.5 preparators. The job description of a museum preparator does not include planning or design of an installation and exhibitions are largely dependent on the work of a part-time preparator who possesses these skills. The skills, initiative and flexibility of the preparator are not compensated at an adequate level. This initiative would place this person in a more appropriate classification and restore the position to fulltime.

21. Every Child Ready to Read Early Literacy Project & Supporting Successful Teens: $652,000

Every Child Ready to Read Early Literacy Project

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA *Every Child Ready to Read @ Your Library.* The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents.

Supporting Successful Teens

The Library will significantly expand Teen Services with this enhancement of an existing program targeted at youth and youth-at-risk. Specifically, 2.0 FTE Teen Librarian will be added to Visitacion Valley, Portola, and Mission branch libraries, as well as a .5 Teen Librarian at Log Cabin Ranch. None of these current locations have a Teen Librarian assigned. The project also includes funds for targeted books and materials as well as outreach materials.

Comments

The final hearing and approval by the full Board of Supervisors is scheduled for Tuesday, July 26, 2005.

Attachments

A. Every Child Ready To Read @ Your Library: The Library As A Center For Early Literacy

Introduction

Early literacy is what children know about reading and writing before they can actually read and write!

Research shows that there are six pre-reading skills that children must know before they can learn to read. They are:

- Print motivation – the child's interest in and enjoyment of books
- Phonological awareness – the ability to hear and play with the smaller sounds in words
- Vocabulary – knowing the names of things
- Narrative skills – being able to describe thins and events, and tell stories
- Print awareness – noticing print, knowing how to handle a book, and knowing how to follow the words on a page
- Letter knowledge – knowing letters are different from each other, their names and sounds, and recognizing them everywhere

Children who do not have these skills when they enter kindergarten begin school at a disadvantage and can suffer a lifetime of reading difficulty; there is a 90% probability that a child will remain a poor reader at the end of the fourth grade if the child is a poor reader at the end of the first grade.

The San Francisco Public Library can and should serve as a primary resource and support for parents and care givers in the development of early literacy in the City's children. Through Every Child Ready to Read @ Your Library, the library will build upon its rich resources, strengthen existing partnerships, respond to and initiate new partnerships and establish a core value of serving as a resource for others working with the preschool child in the development of early literacy.

Program of service

This priority of service will include:

- Providing workshops for parents on how to develop pre-reading skills at sites convenient to them as well as within the library
- Working with appropriate agencies to have Every Child Ready to Read workshops accredited as part of the continuing education of care givers and providing those workshops in conjunction with those and other designated agencies

- Providing written information for parents and care givers, including serving as a distribution resource/center for other agencies such as First Five, the San

Francisco Unified School District, and the Department of Children, Youth and their Families

- Enhancing book collections for the preschool age child
- Hosting relevant and enhancing programs by other agencies
- Children from low-income families including Bay View, Visitacion Valley, Bernal Heights and the Mission will be a priority.

Resources

Necessary resources for this program include:

- Two full time Early Literacy Librarians to work with relevant agencies, develop and present workshops for parents and care givers and provide ongoing training for staff
- Printing for brochures and flyers
- Enhanced book budget for the early years
- Programming funds for guest trainers/speakers
- Refreshments, etc. for workshops participants

Costs

Salaries for 1.0 FTE 3630 Teen Librarian @ $58,994	$58,994
Fringe Benefits @ 25%	14,748
1.0 FTE Contract Childhood Development Specialist	75,000
Printing	3,000
Book Budget enhancement	80,000
Programming funds	5,500
Other Current Expenses	5,702
Total Cost	**$242,944**

B. Supporting Successful Teens: The Library Role

Introduction

Teens require information to help them in making life decisions, access to nonjudgmental adults who can assist them, activities that provide constructive use of time, the chance to grow and develop and the opportunity to participate in developing and structuring the programs to meet their needs.

The San Francisco Public Library can and should serve as a primary source of support for the City's young people as they move through their school careers, develop strong information literacy and research skills, develop as young adults and ultimately move on to successful adulthood.

Proposal

The Library should expand its current teen program to better meet the needs of the City's youth, especially in the southeast sector and other areas where youth are at risk. Program expansion would include:

- Increased partnerships with the San Francisco Unified School District and other community organizations serving youth, including providing traditional and information literacy programs at the library and at school and organization sites
- Enhancement of teen materials collections supporting reading as a lifelong activity
- Expansion of programs to provide positive, free activities for youth both for pleasure and in support of their educational success
- Distribution of materials for other city organizations serving youth
- Providing space for other youth serving organizations to reach teens
- Working with youth to provide active development opportunities through volunteerism, participation in program and collection development and continuing education

Proposal support needs

Teen librarians will play a crucial role in promoting teen development in our community. It is of great importance for the library to participate along with other city agencies in addressing youth development principles.

At the San Francisco Public Library, quality assistance to teenagers can be provided by a staff that understands and respects their unique informational, educational, and cultural needs. To ensure that this vision becomes a reality, the San Francisco Public Library will train teen librarians to:

- promote reading and support literacy development
- advocate the use of information and communications technologies to further academic pursuits
- support equality of access to library materials and services
- foster increased collaboration and initiate partnerships with schools and youth agencies
- assure the intellectual freedom rights of teenagers are supported and addressed through library service
- guarantee equal access to information, services and materials is a right for teenagers
- offer a community network of activities and services that support healthy youth development

Teen librarians will:

- provide needed outreach to regional public middle and high schools
- administer programs for this age group that invite teens into libraries. Themes addressed will be social issues, cultural enrichment, creative arts, and

educational needs. Both younger and older teenagers will participate. Scholastic programs will assist teens with college or career preparation, while recreational programs such as game tournaments, book celebrations, poetry coffeehouses, movie nights, or cultural fairs. Additionally, partnerships with arts organizations will allow for presentation of classes in visual arts such as cartooning, photography, poetry writing, or improvisational theatre.

- provide pro-active assistance with academic pursuits
- develop and maintain an expanding collection of materials for ages 12 through 18 which supports healthy development into adulthood

The program proposal adds:

- Additional .5 FTE 3630 Teen Librarian at Visitacion Valley Branch
- Additional .5 FTE 3630 Teen Librarian at Portola Branch
- Additional 1 FTE 3630 Teen Librarian at Mission Branch
- Additional .5 FTE 3630 Teen Librarian at Log Cabin Ranch

The above changes also allow the current 3630 Teen Librarian serving three locations: Bayview, Visitacion Valley and Portola to serve Bayview full time, adds a .5 Teen Librarian to Portola and a .5 Teen Librarian to Visitacion Valley; adds a Teen Librarian to Mission which did not have one before.

Collection Enhancement

Many at-risk youth are provided with meaningful, creative and informative resources through the public library. Teen collections have cultivated positive experiences of the public library for a traditionally under-served segment of the community, resulting in increased youth participation in community development. If we are to attract the interest and involvement of this age group, we need to continue providing materials which speak to their experiences and needs.

These improvements will create a new generation of strong community participants who are well-informed and knowledgeable of resources.

Program costs

Salaries for 2.5 FTE 3630 Teen Librarians @$58,994	$147,485
Fringe Benefits @ 25%	36,871
Books and materials	200,000
Printing (booklists, flyers, etc.)	10,000
Program support	5,000
Other Current Expenses	9,700
Total Cost	**$ 409,056**

C. Annual Book Budget Comparison

Fiscal Year	AAO Operating Budget	Annual Change	Annual Percent Change	Annual Book Budget	Annual Change	Annual Percent Change	Book Percent to Budget
1998-1999	$41,422,714			$3,794,540			9.16%
1999-2000	$45,576,005	$4,153,291	10.03%	$4,143,026	$348,486	9.18%	9.09%
2000-2001	$47,829,766	$2,253,761	4.95%	$4,651,026	$508,000	12.26%	9.72%
2001-2002	$51,597,256	$3,767,490	7.88%	$5,098,779	$447,753	9.63%	9.88%
2002-2003	$54,872,108	$3,274,852	6.35%	$5,505,712	$406,933	7.98%	10.03%
2003-2004	$54,476,188	($395,920)	-0.72%	$5,525,055	$19,343	0.35%	10.14%
2004-2005	$56,183,367	$1,707,179	3.13%	$5,800,555	$275,500	4.99%	10.32%
2005-2006	$60,634,996	$4,451,629	7.92%	$6,153,370	$352,815	6.08%	10.15%
				$6,433,370 Add $280,000: Early Literacy & Supporting Teens	$632,815	10.91%	10.61%

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
AUG 1 9 2005
SAN FRANCISCO
PUBLIC LIBRARY

ℓ
2
2'/05
pproved

vin Newsom
iyor

arles A. Higueras, A.I.A.
sident

even A. Coulter
e President

len Marte Bautista
nnie K. Chin
velle Gomez
rry Kane
orah Strobin
mmissioners

is Herrera
y Librarian

chael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, July 21, 2005. (As approved August 18, 2005)
The San Francisco Public Library Commission held a regular meeting on Thursday, July 21, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:15 pm.

Commissioners present: Coulter, Gomez, Kane, and Strobin.
Commissioners excused: Bautista
A quorum was present – President Higueras and Commissioner Chin's arrival was delayed.

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: spoke in opposition to the Friends of the Library.

Ms. Ellen Egbert: expressed support for the Friends of the Library, about Commission oversight of branch library plans, designation of liaison to the Council for Neighborhood Libraries (CNL).

Mr. Bill Hale: commented on how to improve parking at the Marina Branch.

Mr. Peter Warfield: commented on Library's 2005/06 Budget, and legislation authorizing the acceptance of unrestricted non-profit donations by City Department heads.

Mr. Steve Martinez: congratulated the Commission and City Librarian on Library's FY 2005/06 Budget.

Commissioner Chin joined the meeting at 4:30pm.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

An anonymous member of the public: found the Minutes incomplete and inaccurate.

Mr. Peter Warfield: commented on defects in these Minutes.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 2 , 2005

Commissioner Coulter asked for revisions in the discussion of the Portola Branch Library. Vice President Coulter noted that quotations attributed to others offered in public comment should not be reported in the Minutes.

Commissioner Gomez corrected an inaccurate description of herself offered by the anonymous member of the public.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of June 2, 2005 as amended.

ACTION: 5-0 AYE (Chin, Coulter, Gomez, Kane, and Strobin)

AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

Public comment on AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

An anonymous member of the public: commented that these Minutes were inaccurate and deficient in detail.

Mr. Peter Warfield: spoke about the Commissioners' discussion of their Minutes, and found these Minutes inaccurate and incomplete.

Mr. Steve Martinez: suggested time was better spent addressing issues than discussing Minutes.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 16, 2005

Following a discussion of the history of acrimony concerning approval of meeting minutes it was suggested that the Commission Secretary prepare future meeting Minutes following the example set by the Board of Supervisors, within legal requirements. Deputy City Attorney Catharine Barnes noted that recordings of each meeting were the most complete record of what had occurred.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of June 16, 2005.

ACTION: 5-0 AYE (Chin, Coulter, Gomez, Kane, Strobin)

AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero reported on:
The re-opening of the Excelsior Branch Library;
The Friend's Capital Campaign for the Branch Libraries; and
The "Among Friends" newsletter and Friend's bookstores brochures.

President Higueras joined the meeting at 4:58pm.

Public comment on AGENDA ITEM #4 FRIENDS OF THE LIBRARY REPORT

None offered.

AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Branch Library Improvement Program Manager Marilyn Thompson presented reports on:
BLIP schedule; Budget; and Construction Reports, (Copies attached).
The BLIP Manager noted that there would be no informational report this month.
Mr. Roberto Lombardi, BLIP Construction Manager presented a special report on Bidding and Construction issues, (Copy attached).

Public comment on AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

An anonymous member of the public: spoke about the Excelsior Branch Library re-opening, the Bidding and Construction Report, and the new Glen Park Branch.

Ms. Azalria Merrill, Carpenters' Local 22: urged Library use of local hiring on BLIP projects.

Mr. Jim Salinas, Carpenters' Local 22: discussed San Francisco's local hiring program; noted availability of a highly skilled local workforce; and the importance of local hiring to City residents.

Mr. Peter Warfield: commented on the re-opening of the Excelsior Branch Library.

Commission discussion of AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

President Higueras proposed that Mr. Chris Iglesias of the Mayor's Office be invited to a future Commission meeting to provide additional information on the hiring of local residents on City funded construction projects.

President Higueras called for a brief recess at 6:05pm.
The Commission returned to session at 6:18pm.

AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on:
Excelsior Branch Library re-opening;
Annual Volunteer Recognition Luncheon;
Library Technology & Privacy Advisory Committee; and
Current exhibits and programs.

Public comment on AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

An anonymous member of the public: commented on 190-9th Street opening; and the Library Technology & Privacy Advisory Committee.

Mr. Peter Warfield: discussed the "Nazi Persecution of Homosexuals" Exhibit; about lack of materials on Magnus Hirschfeld; and the Library Privacy & Technology Advisory Committee.

Mr. Steve Martinez: noted volunteers were a valued Library resource; and that the City Librarian's Report could be presented as an informational item without need for comment.

Commission discussion of AGENDA ITEM #5 CITY LIBRARIAN'S REPORT

Vice President Coulter discussed the "Out at the Library" Exhibit and its associated "Nazi Persecution of Homosexuals" Exhibit.
Vice President Coulter reported on the Library Technology & Privacy Advisory Committee.
Vice President Coulter commended Children and Youth Services staff for producing exemplary book lists for young library users.

President Higueras thanked the volunteers, calling special attention to services provided by the volunteer City Guides.

AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

City Librarian Luis Herrera and Library Chief Financial Officer Jay Manglicmot presented an overview of the $62.115, 143.00 FY 2005/06 Library Budget as approved by the Board of Supervisors, (Copy attached).

The Library's Chief Financial Officer reported details of two initiatives, "Every Child Ready to Read" and "Supporting Successful Teens. Mr. Manglicmot then reported how funds budgeted for RFID implementation had been reprogrammed by the Supervisors for other Library uses.

Commissioner Kane left the meeting during the report.

Public comment on AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

An anonymous member of the public: inquired about $1 million now in the Budget without Commission review; concerning the "Book Budget"; and about the legality of expenditures and creation of a BLIP "slush fund".

Mr. Peter Warfield: questioned accuracy of the Budget's numbers; discussed Prop. E's (Library Preservation Fund 1994) priorities; and wanted details of the "Book Budget".

Mr. Steve Martinez: suggested this report could be presented as an informational update.

Comission discussion of AGENDA ITEM #6 LIBRARY FY 2005/06 BUDGET UPDATE REPORT

Library Chief of Children and Youth Services Toni Bernardi reported additional information about the "Every Child Ready to Read" and "Supporting Successful Teens" expanded program initiatives.

Commissioner Chin recommended that parents and caregivers be kept involved and recommended making these programs available at the Western Addition Branch Library.

President Higueras discussed the importance of ongoing maintenance.
President Higueras inquired concerning progress in the filling the Library Director of Facilities and Maintenance position.

Commissioner Gomez inquired about the "Book of the Month" Club included in the Budget.

AGENDA ITEM # 7 LABOR UNION REPORT

Ms. Melissa Riley, Librarian's Guild, thanked the Commissioners for considering issues raised by members of the Carpenters' Union.

Public comment on AGENDA ITEM # 7 LABOR UNION REPORT

An anonymous member of the public: favored regular Union reports.

Mr. Peter Warfield: welcomed reports by the Library unions.

AGENDA ITEM # 8 NEW BUSINESS

None offered.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Chin, 2^{nd} Commissioner Strobin to adjourn the regular July 21, 2005 Public Library Commission meeting "In memoriam" of Library staff member Selby Collins and Robert Harrison.

Public comment on AGENDA ITEM #9 ADJOURNMENT

None offered

ACTION: AYE 5-0 (Chin, Coulter, Higueras, Gomez, and Strobin)

The Commission meeting adjourned at 7:18pm.

Michael Housh, Commission Secretary 8/19/05

Please note: Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

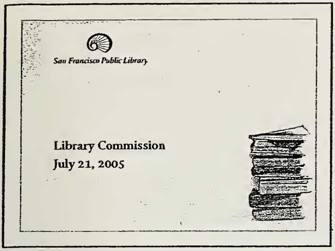
BLIP Program Manager's report slides
BLIP Program Budget, Schedule, and Construction Reports,
Library FY 2005/06 Budget Update Report

Minutes of the Library Commission Meeting July 21, 2005

Appendix A

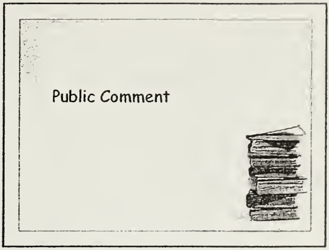
The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

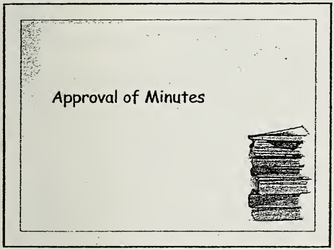


San Francisco Public Library

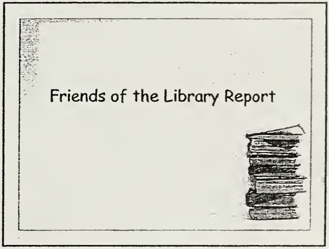
Library Commission
July 21, 2005



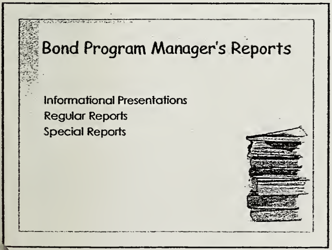
Public Comment



Approval of Minutes

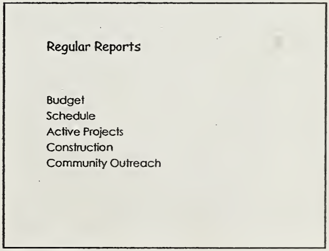


Friends of the Library Report



Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports



Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR,
PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818
TODAY no changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy;
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements,
community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Budget
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Schematic Design Phase
  - Peer Review response needed
  - Civic Design Review Phase 1

Active Projects Reports
Renovations

- Excelsior
  - Construction start 3/04
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Bids Received
  - Plan Check
  - Interim Services

Active Projects Reports
Renovations

- Sunset
  - Advertised for Bids
  - Interim Services
- Noe Valley
  - Bid Preparation - Redesign
  - Interim Services
- Western Addition
  - Design Development Phase - Budget
  - Interim Services

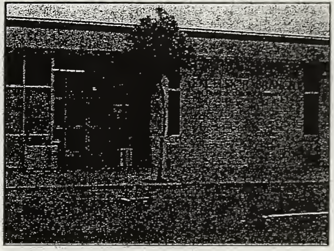
Active Projects Reports
Renovations

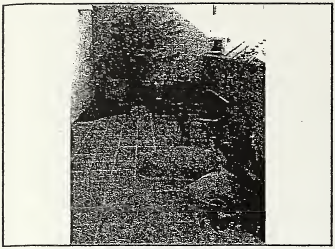
- Richmond
  - Design Development Phase
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response needed
  - Preparing submittal for Variance

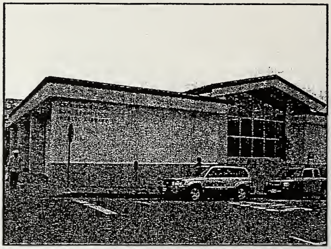
Active Projects Reports
Renovations

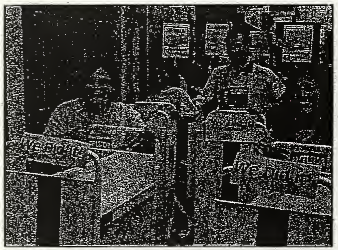
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase
- Other
  - 3rd series Bond issue

Construction Reports

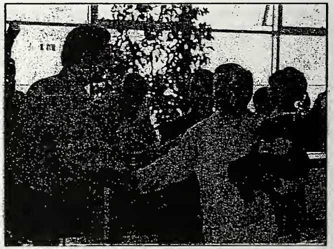


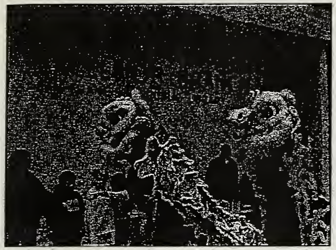


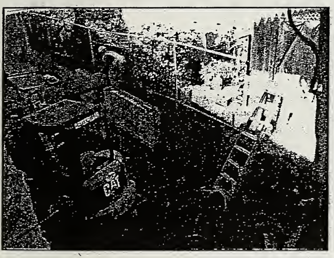


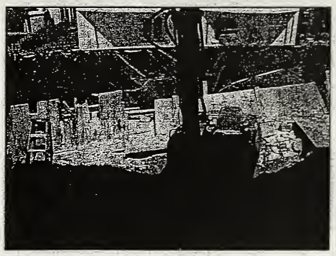


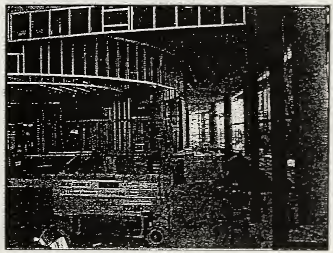
We did it
We did it

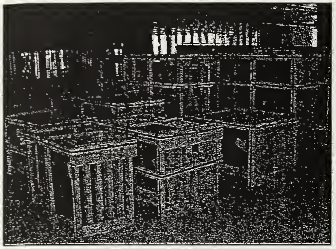


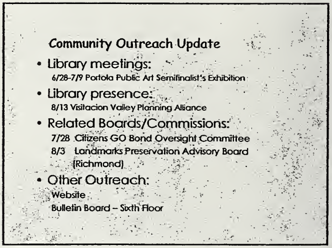



CAT



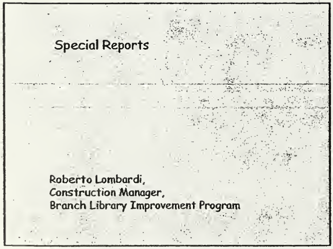






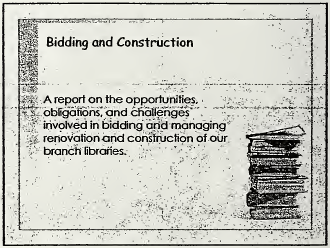
Community Outreach Update

- Library meetings:
  6/28-7/9 Portola Public Art Semifinalist's Exhibition
- Library presence:
  8/13 Visitacion Valley Planning Alliance
- Related Boards/Commissions:
  7/28 Citizens GO Bond Oversight Committee
  8/3 Landmarks Preservation Advisory Board (Richmond)
- Other Outreach:
  Website
  Bulletin Board – Sixth Floor



Special Reports

Roberto Lombardi,
Construction Manager,
Branch Library Improvement Program



Bidding and Construction

A report on the opportunities, obligations, and challenges involved in bidding and managing renovation and construction of our branch libraries.

Bidding and Construction

- Bidding Incentives
- Bidding Requirements
- Practical Effects on Contractor Bids
- Marketing Projects
- Managing Construction
- Conclusion

Bidding Incentives

- Human Rights Commission
- Bid Preference for DBE businesses 10%
- Bid Preference for joint venture businesses 5 to 7-1/2%
  - Generals Contactors <14M / last three years
  - Subs and suppliers <7M / last three years
- City Guaranteed Performance Bonds
- Prompt Payment
- Construction management

Bidding Requirements

- Subcontracting goals – Marina Library 13%
- Must prove good faith hiring effort if goals not reached
- Non-discrimination in Benefits – Chapter 12B SF Admin Code
- Local employee hiring requirement
- Union apprenticeship and training programs
- Bonding Capacity
- Other miscellaneous requirements, such as insurance and qualification statements

---

Practical Effects on Contractor Bids

- 10% bid discount – a significant impact
- Prevailing Wage impact
- Paperwork learning curve for new GC's
- Staffing to meet City Requirements
- OFFMA – payment issues
- HRC – DBE business issues
- OLSE – prevailing wage issues

Marketing to Potential Bidders

- City Web Site http://www.sfgov.org
- Bids advertised in newspapers
- Plan rooms throughout Bay Area
- Use of plan holders list
- Pre-bid meetings
- Telephone alerts
- Architect's contacts
- Reputation of program

The Construction Teams

DPW – Bureau of Construction Management

Construction Manager
Resident Engineers and Inspectors
Schedulers, estimators, admin support
HRC, OLSE, City Attorney

General Contractor

Project Manager
Office Engineer
Superintendent
Schedulers, estimators, admin support

BCM - Construction Management

- Resident Engineer on site daily inspecting the quality of the work
- Hold weekly meetings with contractor and architect
- Schedule inspections
- Work with architect and contractor to solve problems
- Manage schedule progress or delays, maintain logs and reports
- Negotiate change orders
- Review and approve progress payments
- Coordinate work of PGE and City departments
- Facilitate and assist SFPL move-in

BCM - Proactive Management!

- Review plans and specs prior to bid
- Encourage builders to submit bids
- Build the team at beginning of project
- On site project wranglers!
- Tough and fair negotiating
- Protecting City's interests
- Building a stable of bidders

Conclusion

- Challenge
  - **Maintaining construction budgets in uncertain economic environment**
- Obligation
  - **Delivering excellent projects**
- Opportunity
  - **Increasing the pool of high quality affordable contractors**

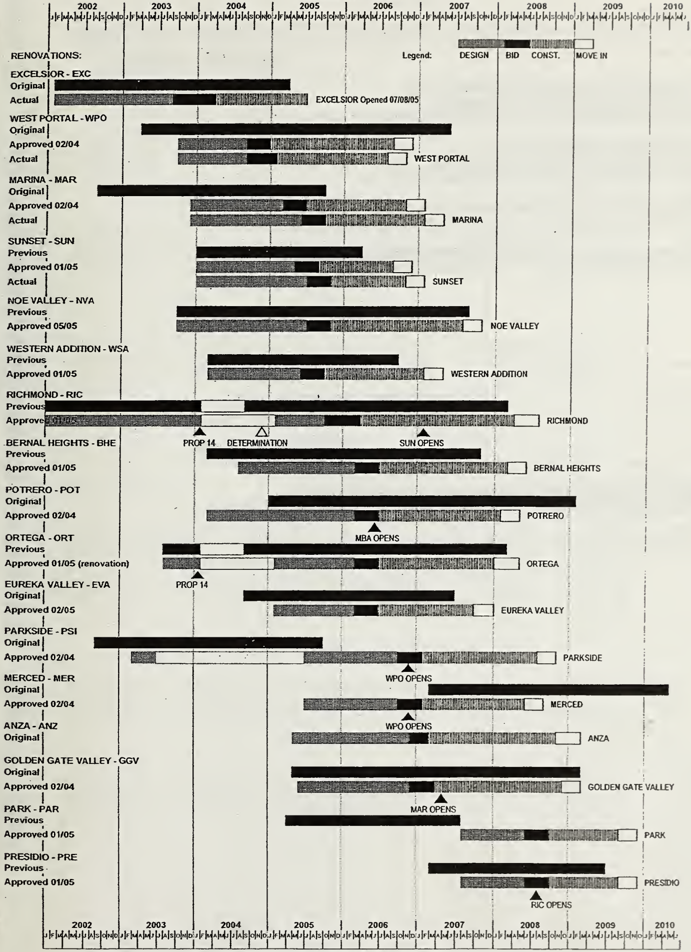
Bond Program Manager's Reports

City Librarian's Report

Library FY 05/06 Budget Update

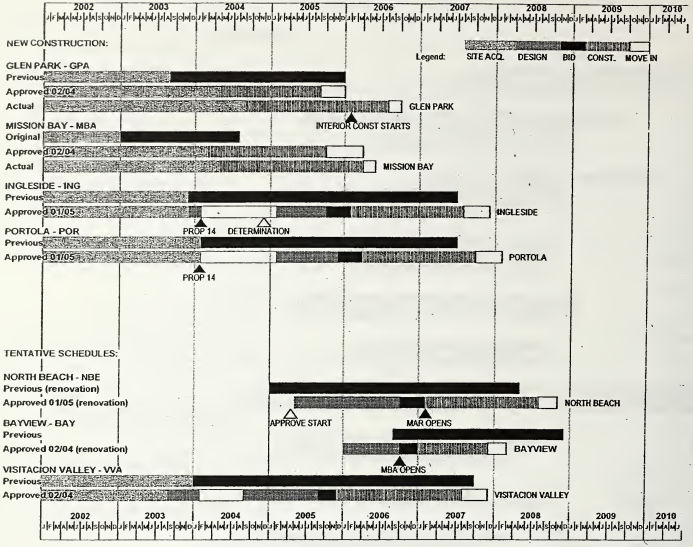
Branch Library Improvement Program
Summary Schedules

Approved May 5, 2005



July 21, 2005 Commission Meeting

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch	BUDGET		REVENUE					EXPENDITURES/ENCUMBRANCES	
			FUND STRATEGY			FUND STATUS			
	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	Other Funds	Total All Sources	Appropriated	Total Available	Actual 30-Jun-05	New This Month
Site Acquisitions & New Construction									
Glen Park	4,570,000	4,881,000	4,681,000	200,000 (5)	4,881,000	4,728,250	4,728,250	287,883	6,461
Ingleside	4,570,000	5,751,855	2,285,277	3,468,578 (1)	5,751,855	2,890,000	2,890,000	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000		3,957,000	3,957,000	3,957,000	3,688,322	20,370
Portola	4,570,000	4,818,520	4,388,000	430,520 (5)	4,818,520	2,435,000	2,435,000	1,877,730	1,000
Visitacion Valley	5,320,000	5,884,500	5,826,500	58,000 (6)	5,884,500	2,870,000	2,870,000	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	70,342 (6)	8,946,342	8,826,000	8,626,000	8,837,586	1,990
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*4,225,440*	*34,239,217*	*25,506,250*	*25,506,250*	*19,482,349*	*29,821*
Renovations									
Anza	4,740,000	4,503,000	4,503,000		4,503,000				
Bayview	3,820,000	3,629,000	3,629,000		3,629,000			18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500		5,082,500			184,298	7,128
Eureka Valley	4,580,000	4,351,000	4,351,000		4,351,000			22,394	3,586
Excelsior	3,820,000	3,649,000	3,849,000		3,849,000	3,629,000	3,629,000	3,442,809	118,941
Golden Gate Valley	5,340,000	5,073,000	5,073,000		5,073,000	50,000	50,000		
Marina	4,110,000	3,904,500	3,904,500		3,904,500	976,125	976,125	592,871	36,729
Merced	4,200,000	3,990,000	3,990,000		3,990,000	-	-		
Noe Valley	4,410,000	4,862,318	4,882,318		4,862,318	1,047,125	1,047,125	797,229	(3,483)
North Beach	3,460,000	3,763,600	3,287,000	476,600 (5)	3,783,600	821,750	821,750	118	
Ortega	3,580,000	3,382,000	3,382,000		3,382,000	350,000	350,000	128,956	2,368
Park	1,310,000	1,310,000	1,244,500	65,500 (5)	1,310,000	-	-		
Parkside	2,880,000	3,236,000	3,236,000		3,236,000	2,736,000	2,736,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500		4,018,500	-	-	113,939	16,373
Presidio	1,530,000	1,530,000	1,453,500	76,500 (5)	1,530,000	353,400	353,400	138,152	
Richmond	7,630,000	9,022,642	1,137,606	7,885,036 (1) (2)	9,022,642	2,441,500	2,441,500	1,215,416	59,202
Sunset	1,490,000	1,490,000	1,415,500	74,500 (5)	1,490,000	1,415,500	1,415,500	277,478	598
West Portal	4,110,000	4,554,500	4,554,500		4,554,500	976,125	976,125	3,905,469	30,339
Western Addition	3,430,000	3,258,500	3,258,500		3,258,500	-	-	261,229	
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*8,578,136*	*74,610,060.*	*14,796,525*	*14,796,525*	*11,186,441*	*271,781*
Program-Wide Services & Costs									
Library's Program Costs	800,000	800,000	800,000		800,000	800,000	600,000	702,313	791
Program Consultants	750,000	750,000	750,000		750,000	562,500	562;500	193,547	11,301
Program Management	3,600,000	4,900,000	4,900,000		4,900,000	1,013,822	1,013,822	1,595,099	44,780
Real Estate Dept	120,000	235,281	235,281		235,281	235,281	235,281	235,281	
Art Enrichment Program		302,000	302,000		302,000	302,000	302,000	185,416	2,426
Interim Services		438,400	253,542	184,858 (4)	438,400	300,000	300,000	433,322	
Moving Reserve	4,380,000	410,000	94,858	315,142 (4)	410,000				
Furniture Reserve	15,000,000	16,000,000		16,759,170 (3) (1)	16,759,170				
Bond Financing Costs	1,500,000	1,000,000	1,000,000		1,000,000	338,622	338,622	290,051	
Program Reserve	1,875,000	1,833,479	1,483,618	349,861 (5)	1,833,479				
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*17,609,031*	*27,428,330*	*3,352,225*	*3,352.225*	*3,615,029*	*59,278*
TOTAL	133,265,000	135,518,437	105,865,000	30,412,607	136,277,607	43,655,000	43,655,000	34,283,819	360,880

(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond Interest proceeds ($1,673,481)
(6) Rents received ($128,342)

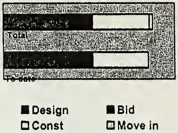
Branch	Contacts	Statistics	Activities	Schedule

Excelsior Branch
4400 Mission Street

District/Supervisor:
11 / Sandoval
Architect:
DPW Bureau of Architecture
Contractor:
CDX Builders

Bid:	$1,793,800
Change Orders:	$252,229
Total Contract:	$2,046,029
Payments:	$1,902,131
Duration:	520 days
Extensions:	-23 days
Total Duration:	497 days
Substantial:	5/27/05
End date:	07/26/05
Open:	07/08/05

Substantial completion 5/27
MEP permits closed
Punch list
Disabled access approval received
Opening party 7/9

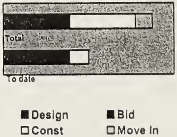


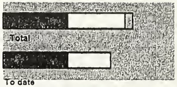
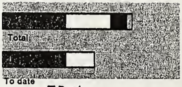
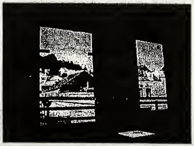
West Portal Branch
900 Ulloa Street

District/Supervisor:
7 / Elsbernd
Architect:
Thomas Hacker Architects
Contractor:
MH Construction

Bid:	$2,980,000
Change Orders:	$0
Total Contract:	$2,980,000
Payments:	$195,188
Duration:	460 days
Extensions:	0 days
Total Duration:	460 days
Substantial:	4/10/06
End Date:	6/9/06

Demolition complete
Shoring permit pending
Change order pending: 2 month non-compensatory extension for permit delays



Branch	Contacts	Statistics	Activities	Schedule
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,636 **Change Orders:** $18,956 **Total Contract:** $2,452,592 **Payments:** $900,842 **Duration:** 638 days **Extensions:** 31 days **Total Duration:** 669 days **Substantial:** 01/06/06	Metal stud installation Curtain wall enclosure Casework & shelving shop drawings Topping out June 3, 2005	 ■ Design ☐ Const ▣ Move in
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (Interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (Interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion of Shell:** 12/31/05	Lobby stairs complete Shrouded for exterior plastering No payments made till finished Design of Interior construction proceeding. Bid fall 2005.	 ■ Design ☐ Const ■ Interior Const ▣ Move In
				

Fiscal Year 2005-2006 Recommended Budget for the San Francisco Public Library

Updated July 18, 2005

The original proposed budget approved by the Library Commission was $61,067,371. After the board analyst review, the budget recommended by the Board of Supervisors Budget and Finance Committee totals **$62,115,643**. This total represents an increase of **$2,921,695** or **5.0%** from the FY 04-05 budget. The following details the changes that occurred:

Category	Original Proposed Budget	Changes by the Board Analyst		Revised Budget Pending Full Board Hearing
Salaries	$34,934,035	($84,233)	(a)	$34,849,802
Fringe Benefits	$10,839,391	($15,417	(a)	$10,823,974
Non-Personal Services	$ 2,169,212	$26,434	(b)	$ 2,195,646
Materials & Supplies	$ 1,183,310	($67,500)	(c)	$ 1,115,810
City Grants Program		$652,000	(d)	$652,000
Books & Other Collections	$ 6,153,370			$ 6,153,370
Equipment	$ 1,209,500	($736,061)	(e)	$ 473,439
Services of Other Dept.	$ 2,879,304	$593,049	(f)	$3,472,353
Building, Structures & Imprv	$ 1,699,249			$ 1,699,249
Sub-Total	$61,067,371			$61,435,643
Redirect		$680,000	(g)	$680,000
Total Budget	$61,067,371	$1,048,272		$62,115,643

a) Decrease in Salaries due to increase in attrition savings to reflect expenditures levels in FY 2004-2005, adjusted to permit filling of vacant positions.

b) 10 % increase in rent for the five library branches since negotiation is still in process for the renewal of some of the leases.

c) Reduction in Materials & Supplies.

d) This category provides an allocation for two library initiatives: **Every Child Ready to Read** and **Supporting Successful Teens**. Details on these programs are attached.

e) Proposal was for $75,000 to replace T-1 lines with fiber optic lines, this was reduced to $18,939. In addition the $680,000 RFID project fund was redirected.

f) $593,049 increase in the work order fund for the services of other departments.

g) The original request totaling $680,000 was to place on reserve the funds to be used for possible implementation of RFID technology, pending further evaluation and review by the Library Technology and Privacy Committee and Library Commission. The Budget and Finance Committee redirected the funds as follows:
   a. $550,000 Branch Library Improvement Program
   b. $100,000 Interim Youth and Senior Services during branch renovations.
   c. $ 30,000 Book of the Month Club

Budget Change Summary:

1. **III/Keystone Maintenance Contract: $32,080**

The Information Technology Division is requesting $32,080 for maintenance and support of its Integrated Library System (ILS) Innovative Interfaces Inc. Millennium; courier services associated with the implementation of Millennium Link+; and maintenance and support of the Library's blind and print disabled system, Keystone Automated Library System (KLAS). Maintenance for the system provided under 3 year warranty when the system was purchased in 2002-03 is expiring and a new agreement must be purchased.

2. **Computer Refreshment (Scheduled Replacement): $225,000**

In FY2004/05 the Library planned to exercise the City's new option for three-year lease ordering through the Computer Stores to refresh 615 library PCs and 15 laptops. The Library received viable proposals from three Computer Store Vendors, and selected En Pointe. The Library worked in conjunction with the Committee on Information Technology (COIT), Office of Contract Administration (OCA), and City Attorney to define and negotiate a Technology Refresh lease program. The planning process started early in the fiscal year but it was determined late in the fiscal year that City procedures for leasing programs were not yet in place. Therefore, the FY2004/05 and FY2005/06 computer refreshment funds are being used to refresh a reduced number of computers: In FY2004/05 265 PCs were purchased and in FY2005/06 288 PCs and 10 laptops will be purchased.

3. **Upgrade 1022 IS Administrator to FT: $36,173**

Convert an existing .5 FTE 1022 to 1.0 FTE in order to provide onsite coverage during those open hours where coverage is lacking: $28,938 (1022 Step 2) + benefits. The IT Help Desk coverage during the evening hours and Sundays is insufficiently staffed. There is one person on duty during hours that provide support for 8 locations on Sundays and up to 24 locations during the evening hours. Whenever any support service requires an onsite visit to a branch library or to a location in the Main Library, help desk support is not available, other than for emergencies. Unanticipated absences cannot be easily covered. Expanding the Technical Support staffing by converting one .5 FTE 1022 to 1.0 FTE will provide the needed 20-hour coverage.

4. **E-Commerce Software: $12,000**

Innovative Interfaces, Inc.'s E-commerce software package enables secure credit card payment of fines and fees or donations to the Library. Patrons can conveniently pay fines from remote locations via the Web-based patron record or make donations to the library using a special page on the library's Web site. Transactions are accepted in real time and any usage blocks caused by fines can be automatically removed upon payment. It is powered by VeriSign Payflow Pro, an industry leader in providing secure payment gateways. This software would free up staff with handling cash transactions. The Westerville Public Library in Ohio has implemented this product and reports that fine

collection has increased every month since they instituted the ability to pay fines with credit cards online. Includes:

- Implement Innovative Interfaces, Inc.'s E-Commerce module:
- E-Commerce Software ($10,500)
- Verisign Set-Up ($849)

5. PC Monitors & Privacy Panels: $200,000

$96,486 from Library Preservation Fund (LPF) Baseline revenue and $103,514 from LPF Reserves will be budgeted for a total of $200,000. Additionally, $7,000* from the computer supplies budget will be used for a total expenditure of $207,000 to replace 15" staff LCD monitors with 17" LCD monitors, circulation desk monitors with touch screen monitors, and 17" LCD monitors with 19" LCD monitors. In addition, the IT Division will redeploy the 15" LCD monitors to the public areas and purchase either protective or privacy screens as applicable.

*Originally amount to be redirected was $22,000. However, the IT supplies budget was reduced by $15,000.

6. Book Budget (Base Augmentation): $252,815

Annual adjustment to base: Each year the Library provides a percentage increase to the baseline to help offset increases in book and material item costs. This year, 2.2% was included in the base raising it $121,815. Collections increase needed because: Inflation in materials cost; increasing circulation; increases in holds on popular materials; proliferation of formats; popularity of international languages collections; and increasing emphasis on teen services.

Databases: In order to cover increased costs already negotiated for our current databases, to add new subject specific databases and to help manage & effectively use our large periodical collection & full-text databases a $75,000 increase is requested.

- Cover 2% increase in existing database costs - $14,000
- Add new serial control database (trials in progress) – up to $15,750
- Add genealogy database (already approved by RefNet) - $22,000
- Add new readers advisory database (still to be approved by RefNet) - $15,600
- Add new science database (subject need – trials in progress) – up to 7,650

CD-ROMS: $50,000 is being requested for a start-up collection of children's educational CD-ROMS for checkout. In 2002 we started a pilot project of interactive, educational software on CD-ROM in the Main Library Children's Center. The emphasis of the collection has been on software that helps develop a child's thinking and problem solving capabilities or exercises their emerging '3Rs' skills. The focus of the collection is to assist parents and children in support and enhancement of early literacy and school level educational skills. Approximately 2,500 CD-ROMs can be purchased for $50,000.

Graphic Novels: $6,000 is being requested to respond to the increasing demand from teens for this popular format. These funds would add 5 volumes of 4 new graphic novels series to 15 branch libraries.

7. Digital Video Editing System: $12,000

Upgrade and replace video editing system. Current video editing system is based on a Pentium II processor, which has become obsolete and will not allow software and hardware updates. New editing system work station will assist library in DVD authoring and digitizing archived videotape programs. New system will make editing web streamed projects possible. Includes:

- Replace Pentium II PC video workstation with Intel dual XEON processor workstation w/dual channel memory, optimized video/audio cards and two 19" LCD monitors. $ 5000.00
- Avid Express Pro software with Avid Mojo Digital Non-Linear Accelerator package $7000.00

8. Twelve Desktop Microphones: $3,700

Funds are requested to purchase 12 new desktop microphones that are better suited for panel discussions and Commission meetings. The microphones currently in use (Shure SM58) are general vocal microphones attached to desk stands. The SM58 microphones are designed mainly for singing and do not adequately pick up normal conversation level speech like the type at commission meetings and other panel style presentations. The SM58 microphone lacks an on/off switch and must be placed close to the speakers mouth. New desktop microphones, that are attached to a permanent base, with an adjustable 18" goose neck and an on/off switch will provide greater convenience to panel discussion participants, as they can be placed further away, providing room for notes to be placed in front of the speaker and will allow the speaker to turn on or off the mike. Sound quality of panel discussion will improve greatly especially in the Latino/ Hispanic meeting room.

9. Video Equipment in the Children's Center: $17,500

Funds are requested to replace obsolete Audio/Visual equipment in the Main Library, Children's Creative Center as part of an ongoing effort to address design problems that were identified in the Main Library Post Occupancy Evaluation (POE) report and to provide equipment that is compatible with and capable of projecting current digital presentation sources. Current projector will not sync any project PC presentation sources higher than Pentium II processors. Includes:

- Replace obsolete CRT video projector with LCD or DLP multi-sync video/data projector. $9000.
- Replace obsolete Laserdisc player with multicode DVD player. $1,000

- Reprogram A/V system control module (Crestron) software to operate new equipment. $2,500.
- Installation labor, misc. cables, connectors, video switching and interface components. $5,000.

10. Every Child Ready to Read: $12,000

- Purchase Every Child Ready to Read brochures for the parents of children birth through five years
- Purchase two program training kits for system children's librarians
- Purchase Every Child Ready to Read posters for every SFPL children's area

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA Every Child Ready to Read @ Your Library. The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents. The program provides training kits for staff, brochures for parents and posters to promote the program and the library as a basic resource. Purchasing of the program's materials and staff training would be the first step in the development and implementation of an overall revision in the library's approach to early literacy support for young children in the city of San Francisco. This first step will be followed by an increased commitment throughout the system to lapsit story times for the very young child and submission of an LSTA grant proposal to develop enriched early learning environments in all branches. Instituting Every Child Ready to Read, system-wide lapsits and early learning environments would position the library as the primary early learning resource available to all residents in the city of San Francisco. It would provide parents and care givers with the basic information and tools that would assist them in helping their children enter school ready to read, learn and succeed.

11. Recruitment Materials: $5,000

It is important for the San Francisco Public Library to be able to recruit the best of the best for our library system. The funds requested would be the first time that any money would be budgeted to help promote our library at professional conferences and in professional journals. As more and more librarians retire, the profession will not have enough librarians on a national level to fill all the vacancies in the coming few years as baby-boomers retire. It has become a higher priority to be proactive in recruiting for our own library system so that we can continue our history of quality library service to the public. The Human Resources Division is requesting $5,000 to:

- $500 ALA Midwinter Booth Rental
- $500 Annual Booth Rental

- $15 CLA Table/Space Rental
- $1,500 Shipping of Recruitment Materials To and From ALA Midwinter & Annual Conference & CLA Conference
- $30 Candy Giveaway at booth
- $300 Replacement case for Shipping Recruitment Materials
- $700 Recruitment Giveaways (e.g.: Pens with SFPL logo)
- $1,320 Recruitment Advertisement on CLA Jobmart or LJ Hotline

12. Urban Libraries Council Membership: $5,000

Currently, the Library pays an annual institutional membership fee to ULC of $7,000. This proposal would raise that amount to $12,000 annually. The Urban Libraries Council is the only entity that is positioned to provide support to major urban libraries in the United States.

13. Replace T-1 Lines with Fiber Optic Lines: $18,939

The Information Technology Division is requesting $18,939 to begin a process of increasing bandwidth to the Internet, to branches with heavy network traffic and to libraries opening in FY 2005/06. Discussions as to available options have been discussed with DTIS and CCSF's service provider, SBC. Although fiber optics would be the preferred option, these services are not covered in the CCSF's current contract with the service provider. An interim solution to convert T1s to 10Mbps DS3s and increase the capacity of the Main Library's DS3 to 20Mbps is proposed.

14. Radio Frequency Identification: $680,000 (see redirect)

15. Main Library POE Improvements: $1,350,000

Based on information provided by the firm, Cumming, LLC, for the Branch Bond Program costs and presented to the Library Commission on Jan. 6, 2005, it is prudent to include a 10% escalation cost to the approximately $4.0 million that has been appropriated for the 1st Floor POE/Renovation Project. In the 2004/05 budget, the 1st half costs of the automated sorting & holds units were appropriated with the expectation the 2nd half would be included in the 2005/06 budget and that is being done now with an increase due to steel costs as presented by Cumming, LLC and the company supplying the units. Due to the January 2005 plumbing problems at the Main Library it is also clear that more extensive work will need to be done in the 1st Floor bathrooms. Adding $350,000 to the already appropriated $350,000 will allow us to replace inadequate drains and pipes plus replace unsuitable fixtures and install industrial strength materials and the proper size drains and pipes. Includes:

- Labor & material increases to $4 million project (10%)= $400,000
- Automated sorting & holds units – 2nd half costs= $543,025 & material (steel) increases (10%)=$600,000
- Increase scope of bathroom renovation (replace drains/pipes)= $350,000

16. Book Budget - Opening Day Collections: $100,000

Six branch libraries are scheduled open either during fiscal 2005/2006, or shortly after the beginning of 2006/2007. In order to obtain the maximum benefit from publishing cycles, and create vibrant opening day collections, we are requesting $100,000 to be applied to: Western Addition, Marina, Sunset, West Portal, Glen Park and Mission Bay, in addition to their regular book and materials budgets.

17. Main Tree Replacement Project: $71,249

Replacement of two trees on the Fulton Street side of the Library, including adding a new ADA cast iron tree basin with appropriate drain lines. Proposal also includes replacing 34 existing granite/concrete tree grates with new concrete planters. This would replace trees that need it, correct the trip hazard at all tree bases, provide correct drainage in the basin, curb rat release onto the street and provide tree grates with flower planters at the base. Proposal is a request from the Office of the Mayor. Project costs are $71,240 or $41,249 more that reported on February 3, 2005. Prior estimate did not include replacing 34 existing granite/concrete tree grates with new concrete planters. Additional cost funded by LPF reserves.

18. Annual Maintenance Program: $200,000

Each year the Library requests funds to provide necessary maintenance above what is allocated in the baseline budget. With 28 buildings to maintain, we must be proactive to protect the tremendous capital investment in our buildings, as well as to make them safe and secure for the public benefit.

19. Park Branch Stairs: $78,000

Current the condition of the Park Branch Library entry stairs has deteriorated to a point where we must take action to ensure the safety of all users of the library. The entire staircase must be removed and replaced. The replacement stairs will be in concert with the style of the building, and will meet current codes.

20. Upgrade Preparator to Curator: $33,637

The initiative provides an upgrade of a part-time Museum Preparator in the Exhibitions & Programming unit to a fulltime Curator I. Currently, the Library has 1.5 preparators. The job description of a museum preparator does not include planning or design of an installation and exhibitions are largely dependent on the work of a part-time preparator who possesses these skills. The skills, initiative and flexibility of the preparator are not compensated at an adequate level. This initiative would place this person in a more appropriate classification and restore the position to fulltime.

21. Every Child Ready to Read Early Literacy Project & Supporting Successful Teens: $652,000

Every Child Ready to Read Early Literacy Project

In the 2005-2006 fiscal year, the library will begin instituting a change in its approach to story times and early literacy programs. Much of this change is based upon the research and materials of the ALSC/PLA *Every Child Ready to Read @ Your Library*. The program is founded upon current research in brain development in young children and the knowledge that these children need to have prior to entering school to enable them to begin school ready to learn to read. The program positions libraries as proactive partners and a basic support institution for parents and care givers as the young child's first teachers. It provides supportive materials and training for staff as well as information for parents.

Supporting Successful Teens

The Library will significantly expand Teen Services with this enhancement of an existing program targeted at youth and youth-at-risk. Specifically, 2.0 FTE Teen Librarian will be added to Visitacion Valley, Portola, and Mission branch libraries, as well as a .5 Teen Librarian at Log Cabin Ranch. None of these current locations have a Teen Librarian assigned. The project also includes funds for targeted books and materials as well as outreach materials.

Comments

The final hearing and approval by the full Board of Supervisors is scheduled for Tuesday, July 26, 2005.

Attachments

A. Every Child Ready To Read @ Your Library: The Library As A Center For Early Literacy

Introduction

Early literacy is what children know about reading and writing before *they can actually read and write!*

Research shows that there are six pre-reading skills that children must know before they can learn to read. They are:

- Print motivation – the child's interest in and enjoyment of books
- Phonological awareness – the ability to hear and play with the smaller sounds in words
- Vocabulary – knowing the names of things
- Narrative skills – being able to describe thins and events, and tell stories
- Print awareness – noticing print, knowing how to handle a book, and knowing how to follow the words on a page
- Letter knowledge – knowing letters are different from each other, their names and sounds, and recognizing them everywhere

Children who do not have these skills when they enter kindergarten begin school at a disadvantage and can suffer a lifetime of reading difficulty; there is a 90% probability that a child will remain a poor reader at the end of the fourth grade if the child is a poor reader at the end of the first grade.

The San Francisco Public Library can and should serve as a primary resource and support for parents and care givers in the development of early literacy in the City's children. Through Every Child Ready to Read @ Your Library, the library will build upon its rich resources, strengthen existing partnerships, respond to and initiate new partnerships and establish a core value of serving as a resource for others working with the preschool child in the development of early literacy.

Program of service

This priority of service will include:

- Providing workshops for parents on how to develop pre-reading skills at sites convenient to them as well as within the library
- Working with appropriate agencies to have Every Child Ready to Read workshops accredited as part of the continuing education of care givers and providing those workshops in conjunction with those and other designated agencies

- Providing written information for parents and care givers, including serving as a distribution resource/center for other agencies such as First Five, the San

Francisco Unified School District, and the Department of Children, Youth and their Families
- Enhancing book collections for the preschool age child
- Hosting relevant and enhancing programs by other agencies
- Children from low-income families including Bay View, Visitacion Valley, Bernal Heights and the Mission will be a priority.

Resources

Necessary resources for this program include:
- Two full time Early Literacy Librarians to work with relevant agencies, develop and present workshops for parents and care givers and provide ongoing training for staff
- Printing for brochures and flyers
- Enhanced book budget for the early years
- Programming funds for guest trainers/speakers
- Refreshments, etc. for workshops participants

Costs

Salaries for 1.0 FTE 3630 Teen Librarian @ $58,994	$58,994
Fringe Benefits @ 25%	14,748
1.0 FTE Contract Childhood Development Specialist	75,000
Printing	3,000
Book Budget enhancement	80,000
Programming funds	5,500
Other Current Expenses	5,702
Total Cost	**$242,944**

B. Supporting Successful Teens: The Library Role

Introduction

Teens require information to help them in making life decisions, access to nonjudgmental adults who can assist them, activities that provide constructive use of time, the chance to grow and develop and the opportunity to participate in developing and structuring the programs to meet their needs.

The San Francisco Public Library can and should serve as a primary source of support for the City's young people as they move through their school careers, develop strong information literacy and research skills, develop as young adults and ultimately move on to successful adulthood.

Proposal

The Library should expand its current teen program to better meet the needs of the City's youth, especially in the southeast sector and other areas where youth are at risk. Program expansion would include:

- Increased partnerships with the San Francisco Unified School District and other community organizations serving youth, including providing traditional and information literacy programs at the library and at school and organization sites
- Enhancement of teen materials collections supporting reading as a lifelong activity
- Expansion of programs to provide positive, free activities for youth both for pleasure and in support of their educational success
- Distribution of materials for other city organizations serving youth
- Providing space for other youth serving organizations to reach teens
- Working with youth to provide active development opportunities through volunteerism, participation in program and collection development and continuing education

Proposal support needs

Teen librarians will play a crucial role in promoting teen development in our community. It is of great importance for the library to participate along with other city agencies in addressing youth development principles.

At the San Francisco Public Library, quality assistance to teenagers can be provided by a staff that understands and respects their unique informational, educational, and cultural needs. To ensure that this vision becomes a reality, the San Francisco Public Library will train teen librarians to:

- promote reading and support literacy development
- advocate the use of information and communications technologies to further academic pursuits
- support equality of access to library materials and services
- foster increased collaboration and initiate partnerships with schools and youth agencies
- assure the intellectual freedom rights of teenagers are supported and addressed through library service
- guarantee equal access to information, services and materials is a right for teenagers
- offer a community network of activities and services that support healthy youth development

Teen librarians will:

- provide needed outreach to regional public middle and high schools
- administer programs for this age group that invite teens into libraries. Themes addressed will be social issues, cultural enrichment, creative arts, and

educational needs. Both younger and older teenagers will participate. Scholastic programs will assist teens with college or career preparation, while recreational programs such as game tournaments, book celebrations, poetry coffeehouses, movie nights, or cultural fairs. Additionally, partnerships with arts organizations will allow for presentation of classes in visual arts such as cartooning, photography, poetry writing, or improvisational theatre.

- provide pro-active assistance with academic pursuits
- develop and maintain an expanding collection of materials for ages 12 through 18 which supports healthy development into adulthood

The program proposal adds:

- Additional .5 FTE 3630 Teen Librarian at Visitacion Valley Branch
- Additional .5 FTE 3630 Teen Librarian at Portola Branch
- Additional 1 FTE 3630 Teen Librarian at Mission Branch
- Additional .5 FTE 3630 Teen Librarian at Log Cabin Ranch

The above changes also allow the current 3630 Teen Librarian serving three locations: Bayview, Visitacion Valley and Portola to serve Bayview full time, adds a .5 Teen Librarian to Portola and a .5 Teen Librarian to Visitacion Valley; adds a Teen Librarian to Mission which did not have one before.

Collection Enhancement

Many at-risk youth are provided with meaningful, creative and informative resources through the public library. Teen collections have cultivated positive experiences of the public library for a traditionally under-served segment of the community, resulting in increased youth participation in community development. If we are to attract the interest and involvement of this age group, we need to continue providing materials which speak to their experiences and needs.

These improvements will create a new generation of strong community participants who are well-informed and knowledgeable of resources.

Program costs

Salaries for 2.5 FTE 3630 Teen Librarians @$58,994	$147,485
Fringe Benefits @ 25%	36,871
Books and materials	200,000
Printing (booklists, flyers, etc.)	10,000
Program support	5,000
Other Current Expenses	9,700
Total Cost	**$ 409,056**

C. Annual Book Budget Comparison

Fiscal Year	AAO Operating Budget	Annual Change	Annual Percent Change	Annual Book Budget	Annual Change	Annual Percent Change	Book Percent to Budget
1998-1999	$41,422,714			$3,794,540			9.16%
1999-2000	$45,576,005	$4,153,291	10.03%	$4,143,026	$348,486	9.18%	9.09%
2000-2001	$47,829,766	$2,253,761	4.95%	$4,651,026	$508,000	12.26%	9.72%
2001-2002	$51,597,256	$3,767,490	7.88%	$5,098,779	$447,753	9.63%	9.88%
2002-2003	$54,872,108	$3,274,852	6.35%	$5,505,712	$406,933	7.98%	10.03%
2003-2004	$54,476,188	($395,920)	-0.72%	$5,525,055	$19,343	0.35%	10.14%
2004-2005	$56,183,367	$1,707,179	3.13%	$5,800,555	$275,500	4.99%	10.32%
2005-2006	$60,634,996	$4,451,629	7.92%	$6,153,370	$352,815	6.08%	10.15%
				$6,433,370 Add $280,000: Early Literacy & Supporting Teens	$632,815	10.91%	10.61%

DOCUMENTS DEPT.
AUG 1 5 2005
SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

6
1
/18/05

vin Newsom
ayor

arles A. Higueras, A.L.A.
esident

even A. Coulter
ce President

len Marte Bautista
nnie K. Chin
velle Gomez
rry Kane
borah Strobin
mmissioners

is Herrera
y Librarian

chael Housh
mmission Secretary

NOTICE OF MEETING

A regular meeting of the San Francisco Public Library Commission will be held as follows:

DATE: Thursday, August 18, 2005
TIME: 4:00 p.m.
PLACE: Koret Auditorium, Main Library, lower level

The meeting will be called to order.

1. PUBLIC COMMENT

(This item is to allow members of the public to comment generally on matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

2. APPROVAL OF THE MINUTES ACTION

Presentation of, discussion of, and possible action to approve the Minutes of the regular Commission meeting July 21, 2005.
Explanatory documents: draft minutes

3. FRIENDS OF THE LIBRARY REPORT DISCUSSION

(This item is to allow the Friends of the San Francisco Public Library to inform the Commission of their current and proposed activities.)

4. WIRELESS-FIDELITY (WI-FI) UPDATE DISCUSSION

Presentation and discussion of an update on wireless fidelity (Wi-Fi) services provided by the Library.

5. BOND PROGRAM MANAGER'S REPORT DISCUSSION

(This is a discussion item to allow the Branch Library Bond Program Manager to report on recent bond program related activities and make announcements.)

This report will consist of *an informational presentation*: none; *regular reports*: program budget, schedule, and construction reports; active projects; and community outreach; and *special report:* none.
Explanatory documents: current Budget Report and Branch Library Summary Schedules

6. CITY LIBRARIAN'S REPORT DISCUSSION

by City Librarian Luis Herrera
(This item is to allow the City Librarian to report on recent Library activities and make announcements)

The City Librarian will report on the following subjects: appointment of Acting Chief of Branches; update on the Library support services operations move to its 190-9th Street building; a summary of presentation to the Citizen's General Obligation Bond Advisory Committee (CGOBAC); an update on Mayor Newsom's announcement regarding the selection of the 2005-2006 San Francisco Poet Laureate; the Summer Reading Program; and a summary of current exhibitions and programs.

SAN FRANCISCO PUBLIC LIBRARY COMMISSION - ACCESSIBLE MEETINGS POLICY

TO ENSURE THE PARTICIPATION OF THE DISABLED PUBLIC IN ALL COMMISSION PUBLIC MEETINGS, THE FOLLOWING ITEMS CONCERNING ACCESSIBILITY WILL BE AVAILABLE:

SIGN LANGUAGE INTERPRETERS OR NOTE TAKERS WILL BE AVAILABLE UPON REQUEST. PLEASE CONTACT SERVICES FOR THE DEAF AND HEARING IMPAIRED AT 415/557-4433 (TDD) OR 415/557-4434 (VOICE) AT LEAST 48 HOURS PRIOR TO THE MEETING. LATE REQUESTS WILL BE HONORED IF POSSIBLE.

A SOUND ENHANCEMENT SYSTEM WILL BE AVAILABLE UPON REQUEST AT THE MEETINGS. PLEASE CONTACT SERVICES FOR THE DEAF AND HEARING IMPAIRED AT 415/557-4433 (TDD) OR 415/557-4434 (VOICE) AT LEAST 48 HOURS PRIOR TO THE MEETING. LATE REQUESTS WILL BE HONORED IF POSSIBLE.

A PERSON WHO IS DEAF OR HEARING IMPAIRED MAY GAIN MEETING INFORMATION PRIOR TO THE MEETING BY CALLING 415/557-4433 (TDD) OR 415/557-4434 (VOICE). IN ADDITION, THE CALIFORNIA RELAY SERVICE CAN BE USED BY INDIVIDUALS WITH HEARING AND SPEECH IMPAIRMENTS BY CALLING 1-800/735-2929 (TDD) OR 1-800/735-2992 (VOICE).

MINUTES OF THE MEETINGS ARE AVAILABLE IN ALTERNATIVE FORMATS. IF YOU REQUIRE THE USE OF A READER DURING THE MEETING, PLEASE CONTACT THE LIBRARY FOR THE BLIND AND PRINT HANDICAPPED AT 415/557-4253 AT LEAST 48 HOURS IN ADVANCE OF THE NEED.

INDIVIDUALS WITH SEVERE ALLERGIES, ENVIRONMENTAL ILLNESS, MULTIPLE CHEMICAL SENSITIVITY OR RELATED DISABILITIES SHOULD CALL THE ACCESSIBILITY HOTLINE AT 415/554-8925 TO DISCUSS MEETING ACCESSIBILITY. IN ORDER TO ASSIST SAN FRANCISCO'S EFFORTS TO ACCOMMODATE SUCH PEOPLE, ATTENDEES AT PUBLIC MEETINGS ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL-BASED PRODUCTS. PLEASE HELP THE CITY TO ACCOMMODATE THESE INDIVIDUALS.

LIBRARY COMMISSION MEETINGS WILL BE HELD AT THE MAIN LIBRARY, 100 LARKIN STREET AT GROVE, LOWER LEVEL, KORET AUDITORIUM, EXCEPT WHEN OTHERWISE NOTICED. THE COMMISSION MEETING ROOM IS WHEELCHAIR ACCESSIBLE. THE CLOSEST ACCESSIBLE BART STATION IS CIVIC CENTER. THE ACCESSIBLE MUNI LINE SERVING THIS LOCATION IS THE #19 POLK. FOR INFORMATION ABOUT MUNI'S ACCESSIBLE SERVICE, PLEASE CALL 415/923-6142.

THERE IS ACCESSIBLE PARKING AVAILABLE AT 355 MCALLISTER, CIVIC CENTER PLAZA GARAGE. CALL 415/863-1537.

ACCESSIBLE SEATING FOR PERSONS WITH DISABILITIES (INCLUDING THOSE USING WHEELCHAIRS) WILL BE AVAILABLE AT MEETINGS.

THE RINGING OF AND USE OF CELL PHONES, PAGERS AND SIMILAR SOUND-PRODUCING ELECTRONIC DEVICES ARE PROHIBITED AT THIS MEETING. PLEASE BE ADVISED THAT THE CHAIR MAY ORDER THE REMOVAL FROM THE MEETING ROOM OF ANY PERSON(S) RESPONSIBLE FOR THE RINGING OR USE OF A CELL PHONE, PAGER, OR OTHER SIMILAR SOUND PRODUCING ELECTRONIC DEVICES.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

GOVERNMENT'S DUTY IS TO SERVE THE PUBLIC, REACHING ITS DECISION IN FULL VIEW OF THE PUBLIC. COMMISSIONS, BOARDS, COUNCILS AND OTHER AGENCIES OF THE CITY AND COUNTY EXIST TO CONDUCT THE PEOPLE'S BUSINESS. THIS ORDINANCE ASSURES THAT DELIBERATIONS ARE CONDUCTED BEFORE THE PEOPLE AND THAT CITY OPERATIONS ARE OPEN TO THE PEOPLE'S REVIEW. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT ADELE DESTRO BY MAIL TO INTERIM ADMINISTRATOR, SUNSHINE ORDINANCE TASK FORCE, 1 DR. CARLTON B. GOODLETT PLACE, ROOM 244, SAN FRANCISCO CA 94102-4689; BY PHONE AT 415 554 7724; BY FAX AT 415 554 7854; OR BY EMAIL AT SOTF@SFGOV.ORG.

CITIZENS INTERESTED IN OBTAINING A FREE COPY OF THE SUNSHINE ORDINANCE CAN REQUEST A COPY FROM MS. DESTRO OR BY PRINTING CHAPTER 67 OF THE SAN FRANCISCO ADMINISTRATIVE CODE ON THE INTERNET, HTTP://WWW.SFGOV.ORG/SUNSHINE/

SAN FRANCISCO LOBBYIST ORDINANCE

ATTENTION: INDIVIDUALS AND ENTITIES THAT INFLUENCE OR ATTEMPT TO INFLUENCE LOCAL LEGISLATIVE OR ADMINISTRATIVE ACTION MAY BE REQUIRED BY THE SAN FRANCISCO LOBBYIST ORDINANCE [SF CAMPAIGN & GOVERNMENTAL CONDUCT CODE SEC. 2.100] TO REGISTER AND REPORT LOBBYING ACTIVITY. FOR MORE INFORMATION ABOUT THE LOBBYIST ORDINANCE, PLEASE CONTACT THE ETHICS COMMISSION AT 30 VAN NESS AVENUE, SUITE 3900, SAN FRANCISCO, CA 94102, TELEPHONE (415) 581-2300, FAX (415) 581-2317 AND WEB SITE: SFGOV.ORG/ETHICS.

MICHAEL HOUSH, COMMISSION SECRETARY 12/29/04

7. LABOR UNION REPORT

(This item is to allow members of library labor organizations to report on employee matters within the Commission's purview as well as to suggest new agenda items for the Library Commission's consideration.)

8. NEW BUSINESS

(This item is to allow Commissioners to introduce new agenda items for consideration.)

9. ADJOURNMENT (requires motion and public comment) ACTION

M. Housh, Secretary. 8/15/05

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

DRAFT

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
SEP - 9 2005
SAN FRANCISCO
PUBLIC LIBRARY

76
2
18/05
aft

avin Newsom
ayor

harles A. Higueras, A.I.A.
resident

teven A. Coulter
ice President

elen Marte Bautista
onnie K. Chin
welle Gomez
arry Kane
eborah Strobin
ommissioners

uis Herrera
ity Librarian

ichael Housh
ommission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Draft Minutes of the regular meeting of Thursday, August 18, 2005.
The San Francisco Public Library Commission held a regular meeting on Thursday, August 18, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:09 pm.

Commissioners present: Bautista, Coulter, Gomez, and Kane.
Commissioners excused: President Higueras and Commissioner Strobin
Commissioner Chin's arrival was expected. A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: voiced opposition to the Friends of the Library and commented on misrepresentations of Library Commission history.

Ms. Ellen Egbert, Bernal Heights: announced creation of a "Public Comment" Account benefiting the Friends of the Library.

Mr. Peter Warfield: spoke about final approval of the Library's 2005-06 Budget; approved of the elimination of funding for RFID; and suggested that any Library use of RFID was bad.

Ms. Barbara Berman, Friends of the Library: lauded Ms. Egbert's novel fundraising proposal; and congratulated and thanked the City Librarian and Commissioners Gomez and Kane.

Mr. Doug Loranger, San Francisco Neighborhood Antenna Free Union (SNAFU): discussed potential health and other risks related to wireless technology; submitted news articles on this topic; and urged that the City's mandated precautionary principle be considered on this issue.

Commissioner Chin joined the meeting at 4:25pm.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JULY 21, 2005

An anonymous member of the public: criticized Minutes lack of detail and distorted reporting; suggested that the Commission had held illegal discussions of minutes; and had taken action without proper notice.

Mr. Peter Warfield: commented on Tilley Olsen's Silences as it related to Commission meeting minutes; discussed the new format, and said these Minutes failed to report his comments praising the Library.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 2 , 2005

In response to a query, Vice President Coulter was informed by Deputy City Attorney Catharine Barnes that the draft Minutes, modeled on those produced by the Board of Supervisors, met the requirements of the law.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of July 21, 2005.

ACTION: 5-0 AYE (Bautista, Chin, Coulter, Gomez, Kane)

AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero thanked Ms. Egbert for her expression of support and reported on:
Upcoming events highlighting the Friend's 49th Annual Big Book Sale September 29th through October 2, 2005
A new information program for Friend's members.
An update on the greeting cards created and sold by Rosemary Mans to benefit the Friends of the Library, noted that other Library systems were interested similar efforts, and provided a copy of a recent news article (copy attached) that discussed Ms. Mans' cards.
Ms. Bero then introduced a Special Presentation by Terry Gwiazdowski, Branch Librarian of the Excelsior Branch Library on the Branch Library's re-opening and first weeks of operation focusing particular attention of school groups like the Excelsior Child Development Center at the Monroe Elementary School that were regular visitors the Branch.
Ms. Bero concluded her report by introducing Bayview Branch Library Librarian Jesse Whiley, who noted the critical importance of libraries in his life and important contribution made by the Friends of the Library's support for literary events and special exhibits, such as the Bayview Library's "Poetry Slam" and the current Bayview-Anna Wadden Branch exhibit on San Francisco's Black restaurateurs that inspired and fueled imagination. Mr. Whiley then recited one of his poems.

Public comment on AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public spoke about: the new Friend's "Public Comment Fund", commended Jesse Whiley for his poetry, and called attention to former Library Commissioner Ernest J. Gaines observing that the young poet might be a future Commissioner in the making.

Ms. Barbara Berman, Friends of the Library, thanked Ms. Bero and noted that the renaissance of our libraries was just beginning, and also expressed regret she could not take part in this year's Big Book Sale in person.

Commission discussion of AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista commended Ms. Egbert for her novel fundraising idea for the Friends of the Library.

Commissioner Chin congratulated the Friends noting that they included the community, and honored Poet/librarian Jesse Whiley urging that he continue to celebrate his muse.

Commissioner Kane commended Mr. Whiley and suggested that he present his poems in schools to inspire other young people.

Commissioner Gomez thanked the Friends for their vital support for our libraries and congratulated her fellow Poet Jesse Whiley.

AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

Library Chief of Information Technology Vivian Pisano presented an update on the ongoing expansion of availability of Wireless Fidelity (Wi-Fi) services at the Main Library and Branches and wireless fidelity related developments citywide since her January report to the Commission. The Chief of Information Technology reported that the Library would assume ownership of the equipment installed and that costs involved in providing this extremely popular service were minimal. Ms. Pisano discussed how the services were provided and how security concerns were being addressed. Ms. Pisano reported heavy Wi-Fi use at the Main and in some branch Libraries such as the Chinatown Branch. Ms. Pisano concluded her report by noting that Library staff could readily continue to support Wi-Fi services to the public.

Public comment on AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

Mr. Doug Loranger, San Francisco Neighborhood Antenna Free Union (SNAFU): raised concerns about health and other risks involved with wireless technology; regretted Mayor Newsom's plans for Citywide Wi-Fi access, and decried techno-boosterism and a lack of focus on Wi-Fi's potential costs and security concerns.

An anonymous member of the public commented that after previous discussions of Wi-Fi requests for more information had not been provided and called attention to a New York Times articles concerning Wi-Fi use in Oregon.

Mr. Peter Warfield suggested: a formal Library Commission position on Wi-Fi; that critics' comments about hidden costs and unknown impacts be seriously considered; and that Wi-Fi represented a shift in priorities and a move away from books and public services hours.

Commission discussion of AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

City Librarian Luis Herrera discussed the great demand for and wide popularity of the Library's expanded W-Wi-Fi access services. Responding to Vice President Coulter, the City Librarian noted no research that indicated any significant health risks had been identified. Mr. Herrera reported that the Library was actively participating in Mayor Newsom's initiative to make Wi-Fi access available throughout the City. Answering a question by Commissioner Kane, the City Librarian reported that anticipated costs where not significant and that offering the Wi-Fi access was a cost effective means to expand public services. Vice President Coulter suggested gathering input on Wi-Fi from a wide array of interested groups. Commissioner Gomez noted that any additional information concerning this new area was welcome.

Commissioner Bautista left the meeting at 5:32pm.

AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Branch Library Improvement Program Administrator Mindy Linetzky presented the regular three part monthly reports on: BLIP Schedule; Budget; and Construction Reports, (Copies attached).

The BLIP Program Administrator noted there would be no informational report or special report this month.

Public comment on AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

An anonymous member of the public noted: visiting several of the branch Library locations, that they found the new Glen Park Branch Building massive; and complained that the print on the reports was too small to read easily.

Mr. Peter Warfield: found encouraging that recent construction bid estimated were within budget and inquired if this might indicate changed conditions in the overall construction costs climate that would suggest program budget adjustments.

Commission discussion of AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Commissioner Kane called the report excellent and urged that staff continue to be conservative in considering Branch Library Improvement Program (BLIP) options.

Vice President Coulter found this report encouraging.

AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on:
The traffic accident injury of Chief of Branches Manager Katie Lynds;
Thanked Chief of Children & Youth Services Toni Bernardi for wearing two hats while servicing for more than a year as Acting Chief of Branches as well;
His appointment of Joan Goldman as Acting Chief of Branches and the ongoing search to select a permanent Chief;
Deputy City Librarian Paul Underwood next presented a report on operations at the Library's Support Services Center at 190-9th Street.
The City Librarian then discussed a widely praised presentation by BLIP Manager Marilyn Thompson to the Citizen's General Obligation Bond Oversight Committee, (CGOBAC) on the Branch Library Improvement Program (BLIP); and
recent steps in choosing San Francisco's next Poet Laureate.
Chief of Children and Youth Services Toni Bernardi presented a preliminary report on this year's Summer Reading Program for children and teen users.
The City Librarian's presentation concluded with an update on exhibits and programs and mention of his presentation to the members of the Board of Supervisor's Library Citizens Advisory Committee, (LCAC).

Public comment on AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

An anonymous member of the public: regretted the injury to a member of the Library staff; suggested a public "open house" for 190-9th Street; found the report on the CGOBAC presentation of interest, requesting a written report on it; and noted no report was presented on the "McGoldrick Reading Club".

Mr. Peter Warfield: agreed with the suggestion for a "Open House" for 190-9th Street; thanked staff for presentations made to the Board of Supervisors' Library Citizen's Advisory Committee; lauded the City Librarian's report on reading related programs, and asked about books for the "McGoldrick Reading Club".

Commission discussion of AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

Commissioner Chin commended staff for another exemplary year of Summer Reading and urged that the future programs challenge participants to even higher levels of reading.
Commissioner Gomez discussed her experiences as a member of the Poet Laureate Committee and commended the City Librarian's active participation and leadership.
Commissioner Kane suggested highlighting Spanish Language events held at the Library.
Commissioner Chin joined by all her colleagues requested the Commission Secretary send expression of their good wishes and concern to Katy Lynds from the Library Commissioners.

AGENDA ITEM # 7 LABOR UNION REPORT

No report was offered

AGENDA ITEM # 8 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Chin, 2nd Commissioner Kane to adjourn the regular August 18, 2005 Public Library Commission meeting with the Commission's best wishes for a speedy and complete recovery to Library Staff member Katy Lynds and "In Memoriam" of the late civic leader and friend of libraries Miriam Blaustein.

Public comment on AGENDA ITEM #9 ADJOURNMENT

An anonymous member of the public: called attention to the recent passing of respected civic leader Miriam Blaustein.

ACTION: AYE 4-0 (Chin, Coulter, Gomez, and Kane)

The Commission meeting adjourned at 6:16pm.

Michael Housh, Commission Secretary 8/25/05

Please note: Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's report slides
BLIP Program Budget, Schedule, and Construction Reports,
Library FY 2005/06 Budget Update Report
News article concerning Rosemary Mans

Minutes of the Library Commission Meeting August 18, 2005

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

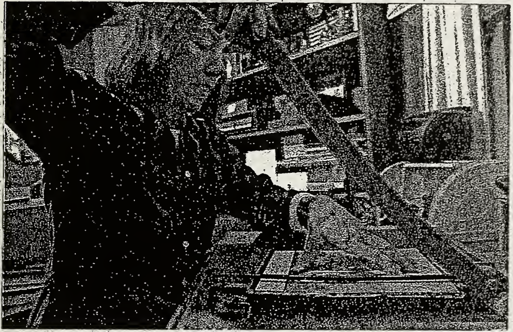
These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Chronicle

SAN FRANCISCO

SECTION F

Friday, July 29, 2005



Photos by Darryl Bush / The Chronicle

Rosemary Mans uses a paper cutter set up in her home studio to crop the illustration taken from a discarded book.

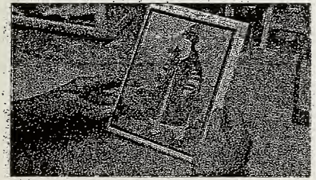
CITYWIDE

Greeting cards that show their spine

Artist turns discarded books into note cards

By *Kathleen Sullivan*
Chronicle Staff Writer

Mans draws gold lines on the edges of the cut-out illustration. The finished card, below, will be sold to benefit the San Francisco Public Library.



With its broken-down spine, brittle pages and faded illustrations, "The Day of the Dog: A Love Story" seemed destined for the dumpster or the recycling bin, or wherever else once-beautiful books met their end.

Until Rosemary Mans laid eyes on the 99-year-old romance novel.

Until she held the fragile book reverently in her hands and marveled at its surprisingly intact cover, with its stylized gold lettering, intricate Art Nouveau floral design — pale green entwined stems and yellow blossoms — imprinted on dark green fabric, and praised the beauty of its page decorations.

And saw the raw materials she needed to make a one-of-a-kind greeting card.

Or two. Or three. Or more.

"You could send it to your favorite dog lover, or better yet, if you met your sweetie while you were walking your dog, it'd make a great Valentine," mused Mans, who creates greeting cards from the detritus of damaged books donated to Friends of the San Francisco Public Library.

"But the truly amazing aspect of the book to me is that the bottom third of every page of text has this elegant, black-and-white Art Nouveau page decoration with excellent detailing. Much of it is foliage, including morning glories, daffodils, potted roses, wheat, grapevines. But there is also intricate ironwork. I think these would do well on small-size cards that would be very suitable as thank-you cards, because they have such an elegant look."

▶ **CARDS**: *Page F5*

CITYWIDE

Master plan for Lake Merced

S.F. Beautiful grant goes to task force

By *Kathleen Sullivan*
Chronicle Staff Writer

A task force dedicated to creating a master plan for Lake Merced has received a $5,000 grant to hire a consultant who will review studies of the freshwater lake in the southwestern corner of the city and identify areas that require further investigation.

"There are lots of studies and plans about the lake sitting on shelves and collecting dust," said Dee Dee Workman, executive director of San Francisco Beautiful, the nonprofit group that awarded the grant and is a member of the Lake Merced Task Force.

"We want to understand fully what has been done, what information we have, what is lacking and what we need to know. We don't want to reinvent the wheel."

The 31-member task force, formed in 1999, includes local and state governments, and groups representing birders, golfers, native plant advocates, neighbors, rifle teams, rowers and students.

Its goal is to implement programs, policies and practices that will restore, enhance and maintain the natural, educational and recreational resources of the lake.

"We have to find a way to identify and agree about how the lake should really be used," Workman said. "If it's a permanent emergency water source for the city it has to be treated one way. If it's a recreational facility it should be treated another. If it's for boaters it's one thing. If it's for birders it's another."

The task force was one of six groups that recently received money for neighborhood projects from San Francisco Beautiful, which awards grants every quarter. The group is funded through membership fees, grants and donations.

The Tenderloin Neighborhood Development Corp., a nonprofit housing developer, will use the $5,000 it received to spiff up the facade of the Ritz Hotel, a single-room occupancy hotel on Eddy Street.

The group, which renovated the five-story brick building in the early 1990s, will use the money to paint the cornice, trim and win-

▶ **GRANTS**: *Page F4*

one-of-a-kind treasures

▸ CARDS
From Page F1

Sitting in the small art studio she has created in her Sunset District home, Mans can easily survey all the tools of her trade — paper cutter, glue, metallic gold pens, scallop and wave scissors, envelopes. And paper, of course, of all shapes, sizes, patterns and colors.

Her stash of paper is meticulously organized, by color, by holidays, by image types — architecture, botanicals, children, fine art, food, maps, music, nature scenes, vintage advertisements.

Mans makes 125 to 150 cards a month for the nonprofit group, which sells them in its used book stores at the Main Library and Fort Mason. Proceeds benefit the San Francisco Public Library.

It is an artistic labor of love for Mans, 55, who has been fashioning handsome, gold-edged greeting cards — they are blank inside — for Friends of the San Francisco Public Library since 2002.

Mans discovered its treasure trove of images when she began sorting books at its book donation center at Fort Mason.

Usually, books too worn, weathered or weary to sell in the group's used book stores — or at its annual Big Book Sale — were junked.

Until the day the sorting crew decided to send a get-well card to a fellow volunteer who had been hospitalized.

That's when Mans, a soft-spoken brunette with a warm laugh, revealed her longtime hobby.

"I make cards," she told them. "I could bring some by and see if you'd like to send one of them."

Unbeknownst to her fellow volunteers, Mans had already made a dozen cards at home using "really, really wrecked" books she had found on the trash table.

"I felt I had to be discrete, otherwise they might see me as some *cannibal* who just wanted to walk off with the goods," she said.

Now, colleagues keep an eye out for the tattered rejects whose covers, illustrations, end papers or page decorations might be resurrected on front of a greeting card.

Mans also plows through the trash pile herself.

"The treasure hunt is *fun*," she said.

Mans happily forages for the other materials she needs at estate sales, at SCRAP, the Scroungers' Center for Reusable Art Parts in the city, and at Goodwill. All things considered, she prefers getting stuff for free.

"I'm not above going through boxes on the street," she said.

Mans, a grant-making consultant for the Levi Strauss Foundation, uses discarded file folders for card stock, donated envelopes, and donated glassine sleeves.

Among the images gracing a recent batch of cards are a Jefferson Airplane poster, a long-haired gray cat from "Colette La Chat" and an orange-and-black silhouette from a Nancy Drew mystery.

"The joy for me is the one-of-a-kind nature of the cards," she said.

She calls her creations, appropriately enough, "Library Cards."

Last year, the group sold about 1,350 cards. At last weekend's Books by the Bay, a show for independent booksellers, the group sold more than six dozen cards.

"They're just wonderful things to send when you want to send someone that you remember well a really fancy card," said Judy Bernhard, a real estate developer who spent $68 replenishing her supply. "They're between a card and a gift."

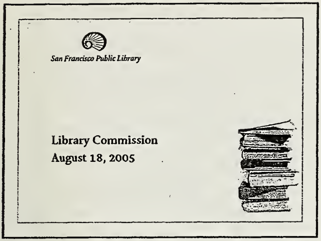
The cards range in price from $1 for a tiny gift card to $7 for a card made from a leather cover. The average price is about $4.

Some fetch much more, like the card made from a John Updike novel inscribed *Merry Christmas Mary, John Updike.*

"I left *Mary* on the floor," Mans said. "I cut out Updike's signature and *Merry Christmas* and a picture of him from the dust jacket. I took the three images and made a collage. It sold for $12."

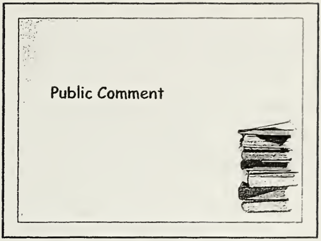
Still proud of the success of that card-making caper, she added with a laugh: "Mr. Updike has contributed to Friends of the San Francisco Public Library, whether he knows it or not."

E-mail Kathleen Sullivan at ksullivan@sfchronicle.com.

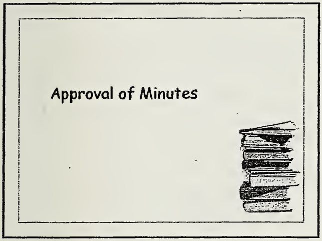


San Francisco Public Library

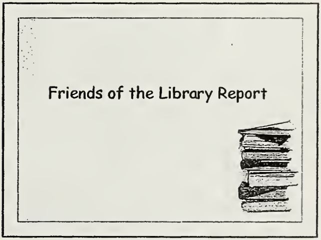
Library Commission
August 18, 2005



Public Comment

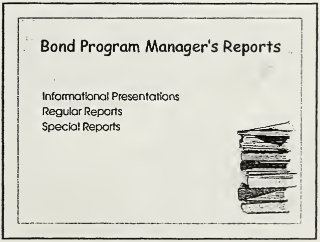


Approval of Minutes



Friends of the Library Report

Wireless-Fidelity (WI-FI) Update



Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports

Regular Reports

- Budget
- Schedule
- Active Projects
- Construction
- Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR, PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818
TODAY no changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy: Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy; Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements, community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Budget
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Schematic Design Phase
  - Peer Review response needed
  - Civic Design Review Phase 1

Active Projects Reports
Renovations

- Excelsior
  - Construction complete
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Awarded to Trico
  - Closure imminent
  - Interim Services

Active Projects Reports
Renovations

- Sunset
  - Bids Received
  - Interim Services
- Noe Valley
  - Bid Preparation – Redesign
  - Plan check
  - Interim Services
- Western Addition
  - Construction Documents Phase
  - Interim Services

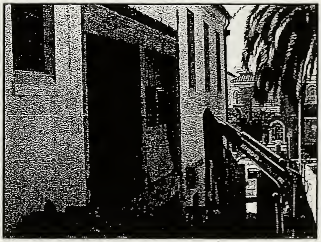
Active Projects Reports Renovations

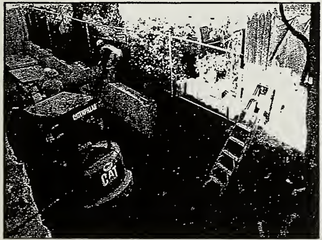
- Richmond
  - Construction Document Phase
  - Certificate of Appropriateness
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response needed
  - Preparing submittal for Variance

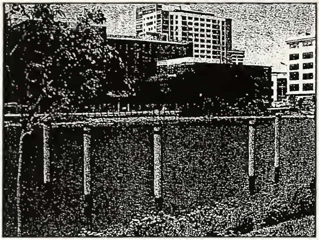
Active Projects Reports Renovations

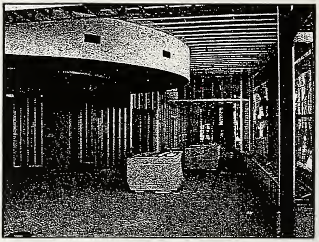
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase

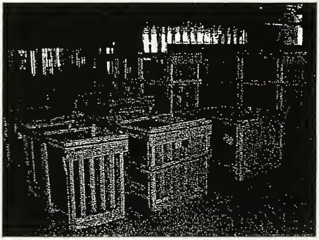
Construction Reports





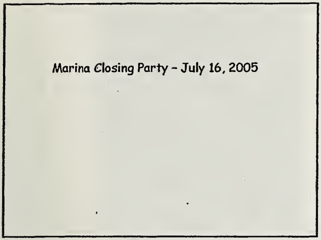






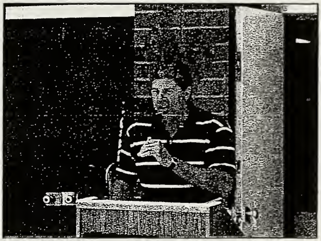
Community Outreach Update

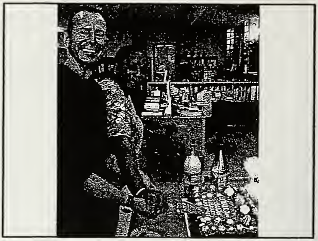
- Library meetings:
  - 9/1 Portola Artist Selection Panel Meeting
  - 9/10 Sunset Closing Party
  - 9/13 Noe Valley Community Meeting
  - 9/15 Proposition 14 Check Presentation
  - 9/20 Glen Park Public Art Meeting
- Library presence:
  - 8/13 Visitacion Valley Planning Alliance
  - 8/13 Mayor's District 4 Town Hall Meeting
  - 9/18 San Bruno Street Fair (Portola)
  - 9/24 Westwood Park Association Picnic (Ingleside)
  - 9/24 Sunset Community Festival
- Other Outreach:
  - Website
  - Bulletin Board – Sixth Floor



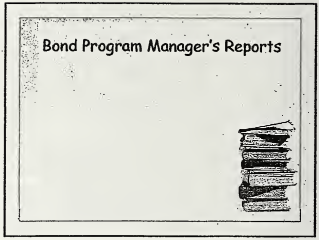
Marina Closing Party - July 16, 2005

THANK You
MARiNA
LiBRARY
AND STAFF

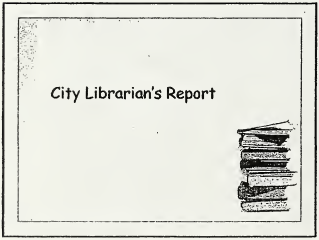




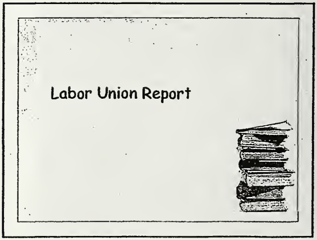
Special Reports



Bond Program Manager's Reports

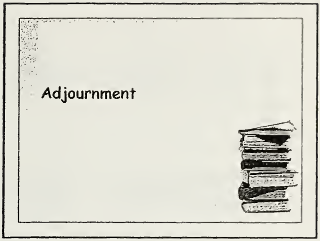


City Librarian's Report



Labor Union Report

New Business



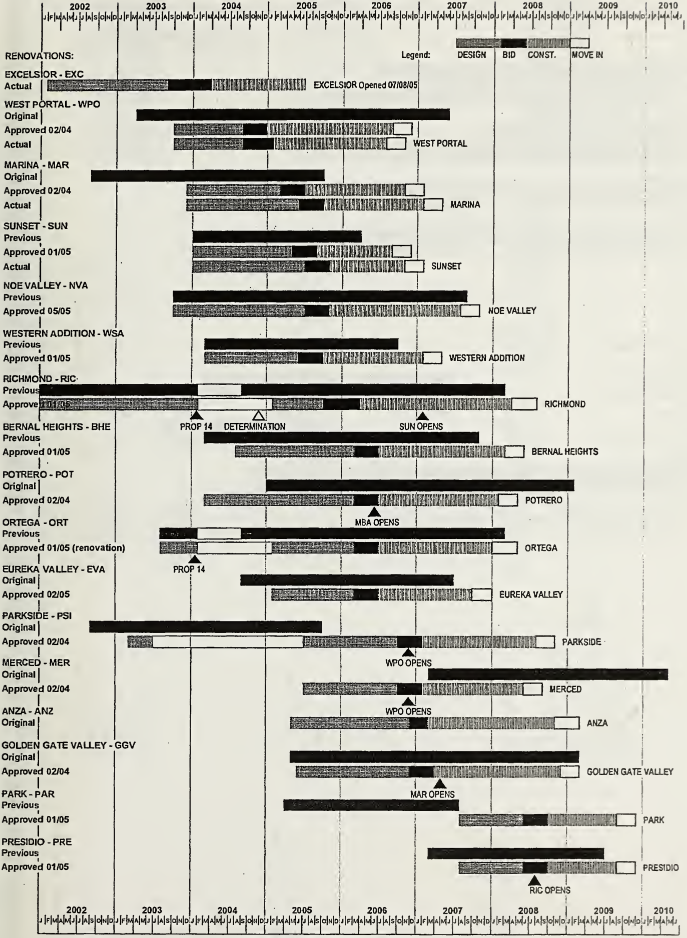
Adjournment

CURRENT BUDGET REPORT-2000 Branch Library Improvement Bond Program
August 18, 2005 Commission Meeting

	BUDGET		REVENUE FUND STRATEGY				EXPENDITURES/ENCUMBRANCES	
Branch	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 31-Jul-05	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000	-	200,000 (5)	4,881,000	292,155	4,272
Ingleside	4,570,000	5,751,855	2,285,277	3,466,578	- -	5,751,855	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000	-		3,957,000	3,696,697	8,375
Portola	4,570,000	4,818,520	4,388,000	-	430,520 (5)	4,818,520	1,877,730	-
Visitacion Valley	5,320,000	5,884,500	5,826,500	-	58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	-	70,342 (6)	8,946,342	8,838,605	1,019
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*3,466,578*	*758,862*	*34,239,217*	*19,496,015*	*13,666*
Renovations								
Anza	4,740,000	4,503,000	4,503,000	-		4,503,000		
Bayview	3,820,000	3,629,000	3,629,000	-		3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500	-		5,082,500	187,642	3,344
Eureka Valley	4,580,000	4,351,000	4,351,000	-		4,351,000	24,805	2,411
Excelsior	3,820,000	3,649,000	3,649,000	-		3,649,000	3,452,156	9,547
Golden Gate Valley	5,340,000	5,073,000	5,073,000	-		5,073,000		
Marina	4,110,000	3,904,500	3,904,500	-		3,904,500	598,884	6,013
Merced	4,200,000	3,990,000	3,990,000	-		3,990,000		
Noe Valley	4,410,000	4,862,318	4,862,318	-		4,862,318	797,230	1
North Beach	3,460,000	3,763,600	3,287,000	-	476,600 (5)	3,763,600	118	
Ortega	3,560,000	3,382,000	3,382,000	-		3,382,000	128,956	-
Park	1,310,000	1,310,000	1,244,500	-	65,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000	-		3,236,000	89,595	
Potrero	4,230,000	4,018,500	4,018,500	-		4,018,500	114,366	427
Presidio	1,530,000	1,530,000	1,453,500	-	76,500 (5)	1,530,000	136,152	
Richmond	7,630,000	9,022,642	1,137,606	5,485,036	2,400,000 (2)	9,022,642	1,228,998	13,582
Sunset	1,490,000	1,490,000	1,415,500	-	74,500 (5)	1,490,000	280,645	3,169
West Portal	4,110,000	4,554,500	4,554,500	-		4,554,500	3,916,530	11,061
Western Addition	3,430,000	3,258,500	3,258,500	-		3,258,500	261,229	
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*5,485,036*	*3,093,100*	*74,610,060*	*11,235,996*	*49,555*
Program-Wide Services & Costs								
Library's Program Costs	800,000	800,000	800,000			800,000	674,079	(28,234)
Program Consultants	750,000	750,000	750,000			750,000	195,150	1,603
Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,613,564	18,465
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		302,000	302,000			302,000	168,502	3,086
Interim Services		438,400	253,542		184,858 (4)	438,400	443,522	10,200
Moving Reserve	4,360,000	410,000	94,858		315,142 (4)	410,000		
Furniture Reserve	15,000,000	16,000,000		759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	290,051	
Program Reserve	1,675,000	1,833,479	1,483,618		349,861 (5)	1,833,479		
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*759,170*	*16,849,861*	*27,428,330*	*3,620,149*	*5,120*
TOTAL	**133,265,000**	**135,518,437**	**105,865,000**	**9,710,784**	**20,701,823**	**136,277,607**	**34,352,160**	**68,341**

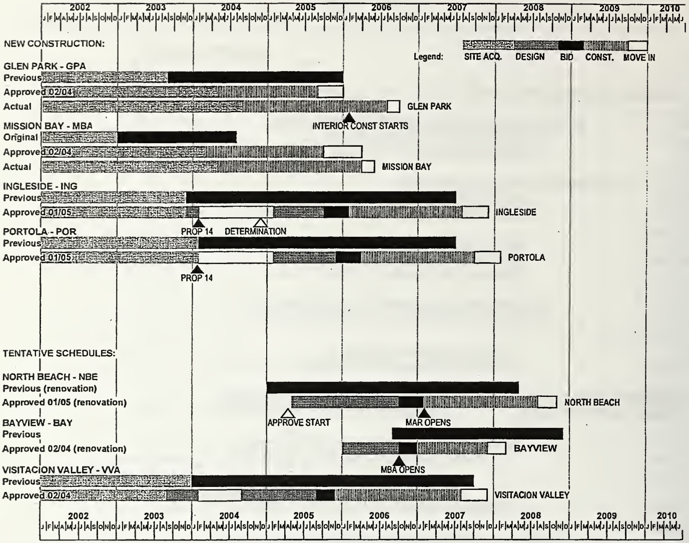
(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)

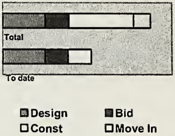
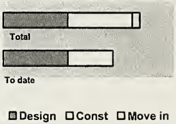
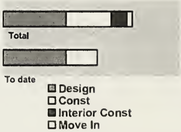
Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



August 18, 2005 Commission Meeting

Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch	Contacts	Statistics	Activities	Schedule
West Portal Branch 900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Bid:** $2,980,000 **Change Orders:** $0 **Total Contract:** $2,980,000 **Payments:** $195,188 **Duration:** 460 days **Extensions:** 0 days **Total Duration:** 460 days **Substantial:** 4/10/06 **End Date:** 6/9/06	Demolition complete Shoring permit pending Change order pending: 2 month non-compensatory extension for permit delays	
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,636 **Change Orders:** $18,956 **Total Contract:** $2,452,592 **Payments:** $1,037,859 **Duration:** 698 days **Extensions:** 57 days **Total Duration:** 755 days **Substantial:** 02/01/06	Metal stud installation Curtain wall enclosure Plumbing & electrical installation	
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion of Shell:** 12/31/05	Exterior plastering & masonry No payments made till finished Design of interior construction proceeding. Bid winter 2005.	

Department of Public Works
TABULATION OF BIDS

Spec No: 7510A

Title: Marina Branch Library Renovation

Bids Received: July 20, 2005

Bidders: (In the order of bids received & opened)

	Transworld Construction Inc.	Trico Construction	Cumiskey Construction, Inc.	Angotti & Reilly, Inc.	Average Bid	Architect's Estimates:	% of Architect's Estimate:
Bid Discount Claimed:	DBE	DBE	DBE	DBE			
Base Bid	2,447,000.00	2,038,300.00	2,380,000.00	2,272,000.00	2,284,325.00	2,100,000.00	108.78%
Alt No. 1	106,419.00	100,000.00	125,500.00	94,000.00	106,479.75	73,100.00	145.66%
Alt No. 2	140,060.00	124,700.00	149,800.00	121,000.00	133,890.00	93,300.00	143.50%
Alt No. 3	116,345.90	118,700.00	130,000.00	118,000.00	120,761.48	114,000.00	105.93%
Alt No. 4	23,000.00	12,000.00	1.00	165,000.00	50,000.25	11,000.00	454.55%
Alt No. 5	102,300.00	102,000.00	110,000.00	104,000.00	104,575.00	98,150.00	106.55%
Total Base Bid and Alternates	2,935,124.90	2,495,700.00	2,895,301.00	2,874,000.00	2,800,031.48	2,489,550.00	112.47%

The following announcement was made in the bid opening:
"The construction budget for this project is $2,124,664 and the priority of the alternates is Alt 3, Alt 1, Alt 2, Alt 4, and Alt 5".

Marilyn Thompson
Mark Dorian
Greg Braswell

Bob Beck
Maurice Williams
DTS

Nelson Wong
Don Eng
All Bidders

Preston Tom
Joe Cheung

SL:mn

July 20, 2005

City and County of San Francisco
Department of Public Works
TABULATION OF BIDS

Spec No: 7527A

Title: Sunset Branch Library Renovation

Bids Received: August 10, 2005

Bidders: (In the order of bids received & opened)

	P & A Construction Co.	Cooper Pugeda Managemnet Inc.	Transworld Construction Inc.	CDX Builders, Inc.	Average Bid	Architect's Estimates:	% of Architect's Estimate:
Bid Discount Claimed:	HRC DBE	HRC DBE	HRC DBE	HRC DBE			
Base Bid	975,000.00	749,000.00	1,047,800.00	958,000.00	932,450.00	813,321.00	114.65%
Alt No. 1	10,000.00	5,400.00	9,500.00	3,000.00	6,975.00	2,000.00	348.75%
Alt No. 2	20,000.00	2,632.00	18,920.00	18,000.00	14,888.00	12,200.00	122.03%
Alt No. 3	80,000.00	138,901.00	114,721.00	110,000.00	110,905.50	52,704.00	210.43%
Alt No. 4	5,000.00	8,317.00	11,000.00	19,000.00	10,829.25	14,640.00	73.97%
Alt No. 5	50,000.00	39,856.00	69,520.00	38,000.00	49,344.00	78,000.00	63.26%
Alt No. 6	10,000.00	10,460.00	4,675.00	8,000.00	8,283.75	6,100.00	135.80%
Alt No. 7	15,000.00	11,598.00	2,860.00	13,000.00	10,614.50	10,980.00	96.67%
Alt No. 8	15,000.00	11,867.00	2,860.00	13,000.00	10,681.75	12,000.00	89.01%
Alt No. 9	20,000.00	5,677.00	26,142.00	28,000.00	19,954.75	5,000.00	399.10%
Total Base Bid and Alternates	1,200,000.00	983,708.00	1,307,998.00	1,208,000.00	1,174,926.50	1,006,945.00	116.68%

The following announcement was made in the bid opening:
"The construction budget for this project is $813,321 and the priority of the alternates is Alt 1, Alt 5, Alt 2, Alt 6, Alt 3, Alt 9, Alt 4, Alt 7and Alt 8".

Marilyn Thompson
Mark Dorian
Greg Braswell
Bob Beck
Maurice Williams
DTS
Nelson Wong
Don Eng
All Bidders
Preston Tom
Joe Cheung

SL:sl

August 10, 2005

BRANCH LIBRARY
IMPROVEMENT PROGRAM

Interim Services at the Marina Branch Library

Interim Services will begin approximately 4-6 weeks after the branch closes for renovation.

Bookmobile:

The Bookmobile will be parked in front of the Moscone Recreation Center, at 1800 Chestnut Street.

The Bookmobile will offer the following collections and services:

Collections
- Materials for adults, teens and children
- Media collection including audio CDs, DVDs, and VHS videos
- Magazine collection for home use

Services
- Obtain a library card
- Borrow and return materials
- Reserve materials owned by SFPL and make interlibrary loan requests
- Limited reference services on-board or by calling 557-4400

The bookmobile will be at the site selected hours Monday-Saturday*. Service will usually end no later than 5:00 pm, but will include one evening until 7:00 pm.

**hours subject to change as additional branches close for renovation*

Storytimes:

The Marina Branch Library currently offers two weekly storytimes. All of these storytimes will continue during the library's closure at the following times and locations:

Lapsit: Primarily for children under 3
Mondays, 10:30 am and 11:30 am, at the Golden Gate Valley Branch Library. The Golden Gate Valley Branch is located at 1801 Green Street at Octavia.

Pre-School Storytime: Primarily for children 3-5
Tuesdays, 10:30 am at the Golden Gate Valley Branch Library

Adult Book Group:

The Marina Branch Library hosts a Book Discussion Group that meets on the third Wednesday of the month at 7:30 pm. During Marina's closure, the book group will move to the Golden Gate Valley Branch, and meet on the third Thursday of the month at 7:30 pm.

Extended Hours at Other Branches:

We will be opening the Golden Gate Valley Branch Library and the North Beach Branch Library additional hours approximately a month after Marina closes. Their hours will be as follows:

Golden Gate Valley:

Monday: 10-6 (currently closed on Mondays)
Tuesday: 10-6
Wednesday: 12-8
Thursday 1-9 (currently only open until 7)
Friday 1-6
Saturday 10-6 (currently only open 1-6)
Sunday: CLOSED

North Beach:

Monday: 12-6
Tuesday: 10-9
Wednesday: 1-9
Thursday: 10-6
Friday: 1-6
Saturday: 1-6
Sunday: 1-5
(Currently closed on Sundays)

All interim services information is subject to change.

BOOKMOBILE
San Francisco Public Library
BOOKMOBILE

San Francisco Public Library

San Francisco Public Library Commission
100 Larkin Street, San Francisco, CA 94102-4733
Phone 415.557.4233, Fax 415.557.4240

DOCUMENTS DEPT.
SEP 19 2005
SAN FRANCISCO
PUBLIC LIBRARY

8/05
roved

vin Newsom
yor

arles A. Higueras, A.I.A.
sident

ven A. Coulter
e President

len Marte Bautista
nnie K. Chin
velle Gomez
ry Kane
orah Strobin
nissioners

s Herrera
y Librarian

chael Housh
mmission Secretary

SAN FRANCISCO PUBLIC LIBRARY COMMISSION

Minutes of the regular meeting of Thursday, August 18, 2005.
(As approved amended September 16, 2005)

The San Francisco Public Library Commission held a regular meeting on Thursday, August 18, 2005 in the Koret Auditorium, Main Library.

The meeting was called to order by Vice President Coulter at 4:09 pm.

Commissioners present: Bautista, Coulter, Gomez, and Kane.
Commissioners excused: President Higueras and Commissioner Strobin
Commissioner Chin's arrival was expected. A quorum was present

AGENDA ITEM #1 PUBLIC COMMENT

An anonymous member of the public: voiced opposition to the Friends of the Library and commented on misrepresentations of Library Commission history.

Ms. Ellen Egbert, Bernal Heights: announced creation of a "Public Comment" Account benefiting the Friends of the Library.

Mr. Peter Warfield: spoke about final approval of the Library's 2005-06 Budget; approved of the elimination of funding for RFID; and suggested that not all Library use of RFID was bad.

Ms. Barbara Berman, Friends of the Library: lauded Ms. Egbert's novel fundraising proposal; and congratulated and thanked the City Librarian and Commissioners Gomez and Kane.

Mr. Doug Loranger, San Francisco Neighborhood Antenna Free Union (SNAFU): discussed potential health and other risks related to wireless technology; submitted news articles on this topic; and urged that the City's mandated precautionary principle be considered on this issue.

Commissioner Chin joined the meeting at 4:25pm.

AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JUNE 2, 2005

Public comment on AGENDA ITEM #2 APPROVAL OF THE MINUTES OF JULY 21, 2005

An anonymous member of the public: criticized Minutes lack of detail and distorted reporting; suggested that the Commission had held illegal discussions of minutes; and had taken action without proper notice.

Mr. Peter Warfield: commented on Tilley Olsen's Silences as it related to Commission meeting minutes; discussed the new format, and said these Minutes failed to report his comments praising the Library.

Commission discussion of AGENDA ITEM #3 APPROVAL OF THE MINUTES OF JUNE 2 , 2005

In response to a query, Vice President Coulter was informed by Deputy City Attorney Catharine Barnes that the draft Minutes, modeled on those produced by the Board of Supervisors, met the requirements of the law.

MOTION: by Commissioner Chin, 2nd Commissioner Gomez for approval of the Minutes of the regular Public Library Commission meeting of July 21, 2005.

ACTION: 5-0 AYE (Bautista, Chin, Coulter, Gomez, Kane)

AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Friend's Executive Director Donna Bero thanked Ms. Egbert for her expression of support and reported on:
Upcoming events highlighting the Friend's 49th Annual Big Book Sale September 29th through October 2, 2005
A new information program for Friend's members.
An update on the greeting cards created and sold by Rosemary Mans to benefit the Friends of the Library, noted that other Library systems were interested similar efforts, and provided a copy of a recent news article (copy attached) that discussed Ms. Mans' cards.
Ms. Bero then introduced a Special Presentation by Terry Gwiazdowski, Branch Librarian of the Excelsior Branch Library on the Branch Library's re-opening and first weeks of operation focusing particular attention of school groups like the Excelsior Child Development Center at the Monroe Elementary School that were regular visitors the Branch.
Ms. Bero concluded her report by introducing Bayview Branch Library Librarian Jesse Whiley, who noted the critical importance of libraries in his life and important contribution made by the Friends of the Library's support for literary events and special exhibits, such as the Bayview Library's "Poetry Slam" and the current Bayview-Anna Wadden Branch exhibit on San Francisco's Black restaurateurs that inspired and fueled imagination. Mr. Whiley then recited one of his poems.

Public comment on AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

An anonymous member of the public spoke about: the new Friend's "Public Comment Fund", commended Jesse Whiley for his poetry, and called attention to former Library Commissioner Ernest J. Gaines observing that the young poet might be a future Commissioner in the making.

Ms. Barbara Berman, Friends of the Library, thanked Ms. Bero and noted that the renaissance of our libraries was just beginning, and also expressed regret she could not take part in this year's Big Book Sale in person.

Commission discussion of AGENDA ITEM #3 FRIENDS OF THE LIBRARY REPORT

Commissioner Bautista commended Ms. Egbert for her novel fundraising idea for the Friends of the Library.

Commissioner Chin congratulated the Friends noting that they included the community, and honored Poet/librarian Jesse Whiley urging that he continue to celebrate his muse.

Commissioner Kane commended Mr. Whiley and suggested that he present his poems in schools to inspire other young people.

Commissioner Gomez thanked the Friends for their vital support for our libraries and congratulated her fellow Poet Jesse Whiley.

AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

Library Chief of Information Technology Vivian Pisano presented an update on the ongoing expansion of availability of Wireless Fidelity (Wi-Fi) services at the Main Library and Branches and wireless fidelity related developments citywide since her January report to the Commission. The Chief of Information Technology reported that the Library would assume ownership of the equipment installed and that costs involved in providing this extremely popular service were minimal. Ms. Pisano discussed how the services were provided and how security concerns were being addressed. Ms. Pisano reported heavy Wi-Fi use at the Main and in some branch Libraries such as the Chinatown Branch. Ms. Pisano concluded her report by noting that Library staff could readily continue to support Wi-Fi services to the public.

Public comment on AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

Mr. Doug Loranger, San Francisco Neighborhood Antenna Free Union (SNAFU): raised concerns about health and other risks involved with wireless technology; regretted Mayor Newsom's plans for Citywide Wi-Fi access, and decried techno-boosterism and a lack of focus on Wi-Fi's potential costs and security concerns.

An anonymous member of the public commented that after previous discussions of Wi-Fi requests for more information had not been provided and called attention to a New York Times articles concerning Wi-Fi use in Oregon.

Mr. Peter Warfield suggested: a formal Library Commission position on Wi-Fi; that critics' comments about hidden costs and unknown impacts be seriously considered; and that Wi-Fi represented a shift in priorities and a move away from books and public services hours.

Commission discussion of AGENDA ITEM #4 WIRELESS FIDELITY (WI-FI) UPDATE

City Librarian Luis Herrera discussed the great demand for and wide popularity of the Library's expanded W-Wi-Fi access services. Responding to Vice President Coulter, the City Librarian noted no research that indicated any significant health risks had been identified. Mr. Herrera reported that the Library was actively participating in Mayor Newsom's initiative to make Wi-Fi access available throughout the City. Answering a question by Commissioner Kane, the City Librarian reported that anticipated costs where not significant and that offering the Wi-Fi access was a cost effective means to expand public services. Vice President Coulter suggested gathering input on Wi-Fi from a wide array of interested groups. Commissioner Gomez noted that any additional information concerning this new area was welcome.

Commissioner Bautista left the meeting at 5:32pm.

AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Branch Library Improvement Program Administrator Mindy Linetzky presented the regular three part monthly reports on: BLIP Schedule; Budget; and Construction Reports, (Copies attached).

The BLIP Program Administrator noted there would be no informational report or special report this month.

Public comment on AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

An anonymous member of the public noted: visiting several of the branch Library locations, that they found the new Glen Park Branch Building massive; and complained that the print on the reports was too small to read easily.

Mr. Peter Warfield: found encouraging that recent construction bid estimated were within budget and inquired if this might indicate changed conditions in the overall construction costs climate that would suggest program budget adjustments.

Commission discussion of AGENDA ITEM #5 BRANCH LIBRARY IMPROVEMENT PROGRAM (BLIP) MANAGER'S REPORT

Commissioner Kane called the report excellent and urged that staff continue to be conservative in considering Branch Library Improvement Program (BLIP) options.

Vice President Coulter found this report encouraging.

AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

City Librarian Luis Herrera reported on:
The traffic accident injury of Chief of Branches Manager Katie Lynds;
Thanked Chief of Children & Youth Services Toni Bernardi for wearing two hats while servicing for more than a year as Acting Chief of Branches as well;
His appointment of Joan Goldman as Acting Chief of Branches and the ongoing search to select a permanent Chief;
Deputy City Librarian Paul Underwood next presented a report on operations at the Library's Support Services Center at 190-9th Street.
The City Librarian then discussed a widely praised presentation by BLIP Manager Marilyn Thompson to the Citizen's General Obligation Bond Oversight Committee, (CGOBAC) on the Branch Library Improvement Program (BLIP); and
recent steps in choosing San Francisco's next Poet Laureate.
Chief of Children and Youth Services Toni Bernardi presented a preliminary report on this year's Summer Reading Program for children and teen users.
The City Librarian's presentation concluded with an update on exhibits and programs and mention of his presentation to the members of the Board of Supervisor's Library Citizens Advisory Committee, (LCAC).

Public comment on AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

An anonymous member of the public: regretted the injury to a member of the Library staff; suggested a public "open house" for 190-9th Street; found the report on the CGOBAC presentation of interest, requesting a written report on it; and noted no report was presented on the "McGoldrick Reading Club".

Mr. Peter Warfield: agreed with the suggestion for a "Open House" for 190-9th Street; thanked staff for presentations made to the Board of Supervisors' Library Citizen's Advisory Committee; lauded the City Librarian's report on reading related programs, and asked about books for the "McGoldrick Reading Club".

Commission discussion of AGENDA ITEM #6 CITY LIBRARIAN'S REPORT

Commissioner Chin commended staff for another exemplary year of Summer Reading and urged that the future programs challenge participants to even higher levels of reading.
Commissioner Gomez discussed her experiences as a member of the Poet Laureate Committee and commended the City Librarian's active participation and leadership.
Commissioner Kane suggested highlighting Spanish Language events held at the Library.
Commissioner Chin joined by all her colleagues requested the Commission Secretary send expression of their good wishes and concern to Katy Lynds from the Library Commissioners.

AGENDA ITEM # 7 LABOR UNION REPORT

No report was offered

AGENDA ITEM # 8 NEW BUSINESS

No New Business items were proposed.

AGENDA ITEM #9 ADJOURNMENT

MOTION: by Commissioner Chin, 2nd Commissioner Kane to adjourn the regular August 18, 2005 Public Library Commission meeting with the Commission's best wishes for a speedy and complete recovery to Library Staff member Katy Lynds and "In Memoriam" of the late civic leader and friend of libraries Miriam Blaustein.

Public comment on AGENDA ITEM #9 ADJOURNMENT

An anonymous member of the public: called attention to the recent passing of respected civic leader Miriam Blaustein.

ACTION: AYE 4-0 (Chin, Coulter, Gomez, and Kane)

The Commission meeting adjourned at 6:16pm.

Michael Housh, Commission Secretary 9/17/05

Please note: Copies of Commission Minutes and handouts are available in the Office of the Commission Secretary, 100 Larkin Street, San Francisco, CA 94102

Explanatory documents: Copies of listed explanatory documents are available as follows: (1) from the Commission Secretary/Custodian of Records, Main Library, 6th Floor, (2) in the rear of the Koret Auditorium immediately before and during the meeting, and (3)to the extent possible, on the Library's website at http://sfpl.org/.

Additional materials not listed as explanatory documents on this agenda, if any, that are distributed to the Library Commissioners prior to or during the meeting in connection with any agenda item will be available to the public for inspection and copying in accordance with Government Code Section 54954.1 and Sunshine Ordinance §§ 67.9, 67.28(b)& 67.28(d).

ATTACHMENTS:

BLIP Program Manager's report slides
BLIP Program Budget, Schedule, and Construction Reports,
Library FY 2005/06 Budget Update Report
News article concerning Rosemary Mans

Minutes of the Library Commission Meeting August 18, 2005

Appendix A

The Public Comment Summary Statements included in these Minutes are authorized by San Francisco Administrative Code Section 67.16.

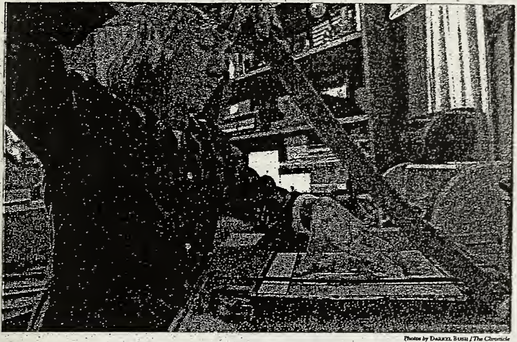
These summary statements are provided by the speaker. Their contents are neither generated by, nor subject to approval or verification of accuracy by, the San Francisco Public Library Commission.

San Francisco Chronicle

SAN FRANCISCO

SECTION F

Friday, July 29, 2005



Photos by Darryl Bush / The Chronicle

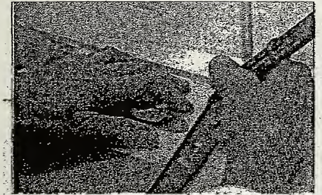
Rosemary Mans uses a paper cutter set up in her home studio to crop the illustration taken from a discarded book.

CITYWIDE

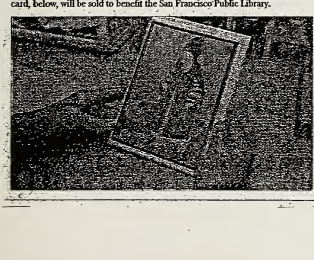
Greeting cards that show their spine

Artist turns discarded books into note cards

By Kathleen Sullivan
CHRONICLE STAFF WRITER



Mans draws gold lines on the edges of the cut-out illustration. The finished card, below, will be sold to benefit the San Francisco Public Library.



With its broken-down spine, brittle pages and faded illustrations, "The Day of the Dog: A Love Story" seemed destined for the dumpster or the recycling bin, or wherever else once-beautiful books met their end.

Until Rosemary Mans laid eyes on the 99-year-old romance novel.

Until she held the fragile book reverently in her hands and marveled at its surprisingly intact cover, with its stylized gold lettering, intricate Art Nouveau floral design — pale green entwined stems and yellow blossoms — imprinted on dark green fabric, and praised the beauty of its page decorations.

And saw the raw materials she needed to make a one-of-a-kind greeting card.

Or two. Or three. Or more.

"You could send it to your favorite dog lover, or better yet, if you met your sweetie while you were walking your dog, it'd make a great Valentine," mused Mans, who creates greeting cards from the detritus of damaged books donated to Friends of the San Francisco Public Library.

"But the truly amazing aspect of the book to me is that the bottom third of every page of text has this elegant, black-and-white Art Nouveau page decoration with excellent detailing. Much of it is foliage, including morning glories, daffodils, potted roses, wheat, grapevines. But there is also intricate ironwork. I think these would do well on small-size cards that would be very suitable as thank-you cards, because they have such an elegant look."

▶ CARDS: *Page F5*

CITYWIDE

Master plan for Lake Merced

S.F. Beautiful grant goes to task force

By Kathleen Sullivan
CHRONICLE STAFF WRITER

A task force dedicated to creating a master plan for Lake Merced has received a $5,000 grant to hire a consultant who will review studies of the freshwater lake in the southwestern corner of the city and identify areas that require further investigation.

"There are lots of studies and plans about the lake sitting on shelves and collecting dust," said Dee Dee Workman, executive director of San Francisco Beautiful, the nonprofit group that awarded the grant and is a member of the Lake Merced Task Force.

"We want to understand fully what has been done, what information we have, what is lacking and what we need to know. We don't want to reinvent the wheel."

The 31-member task force, formed in 1999, includes local and state governments, and groups representing birders, golfers, native plant advocates, neighbors, rifle teams, rowers and students.

Its goal is to implement programs, policies and practices that will restore, enhance and maintain the natural, educational and recreational resources of the lake.

"We have to find a way to identify and agree about how the lake should really be used," Workman said. "If it's a permanent emergency water source for the city it has to be treated one way. If it's a recreational facility it should be treated another. If it's for boaters it's one thing. If it's for birders it's another."

The task force was one of six groups that recently received money for neighborhood projects from San Francisco Beautiful, which awards grants every quarter. The group is funded through membership fees, grants and donations.

The Tenderloin Neighborhood Development Corp., a nonprofit housing developer, will use the $5,000 it received to spiff up the facade of the Ritz Hotel, a single-room occupancy hotel on Eddy Street.

The group, which renovated the five-story brick building in the early 1990s, will use the money to paint the cornice, trim and win-

▶ GRANTS: *Page F4*

one-of-a-kind treasures

▶ **CARDS**
From Page F1

Sitting in the small art studio she has created in her Sunset District home, Mans can easily survey all the tools of her trade — paper cutter, glue, metallic gold pens, scallop and wave scissors, envelopes. And paper, of course, of all shapes, sizes, patterns and colors.

Her stash of paper is meticulously organized, by color, by holidays, by image types — architecture, botanicals, children, fine art, food, maps, music, nature scenes, vintage advertisements.

Mans makes 125 to 150 cards a month for the nonprofit group, which sells them in its used book stores at the Main Library and Fort Mason. Proceeds benefit the San Francisco Public Library.

It is an artistic labor of love for Mans, 55, who has been fashioning handsome, gold-edged greeting cards — they are blank inside — for Friends of the San Francisco Public Library since 2002.

Mans discovered its treasure trove of images when she began sorting books at its book donation center at Fort Mason.

Usually, books too worn, weathered or weary to sell in the group's used book stores — or at its annual Big Book Sale — were junked.

Until the day the sorting crew decided to send a get-well card to a fellow volunteer who had been hospitalized.

That's when Mans, a soft-spoken brunette with a warm laugh, revealed her longtime hobby.

"I make cards," she told them. "I could bring some by and see if you'd like to send one of them."

Unbeknownst to her fellow volunteers, Mans had already made a dozen cards at home using "really, really wrecked" books she had found on the trash table.

"I felt I had to be discrete, otherwise they might see me as some *cannibal* who just wanted to walk off with the goods," she said.

Now, colleagues keep an eye out for the tattered rejects whose covers, illustrations, end papers or page decorations might be resurrected on front of a greeting card.

Mans also plows through the trash pile herself.

"The treasure hunt is *fun*," she said.

Mans happily forages for the other materials she needs at estate sales, at SCRAP, the Scroungers' Center for Reusable Art Parts in the city, and at Goodwill. All things considered, she prefers getting stuff for free.

"I'm not above going through boxes on the street," she said.

Mans, a grant-making consultant for the Levi Strauss Foundation, uses discarded file folders for card stock, donated envelopes, and donated glassine sleeves.

Among the images gracing a recent batch of cards are a Jefferson Airplane poster, a long-haired gray cat from "Colette La Chat" and an orange-and-black silhouette from a Nancy Drew mystery.

"The joy for me is the one-of-a-kind nature of the cards," she said.

She calls her creations, appropriately enough, "Library Cards."

Last year, the group sold about 1,350 cards. At last weekend's Books by the Bay, a show for independent booksellers, the group sold more than six dozen cards.

"They're just wonderful things to send when you want to send someone that you remember well a really fancy card," said Judy Bernhard, a real estate developer who spent $68 replenishing her supply. "They're between a card and a gift."

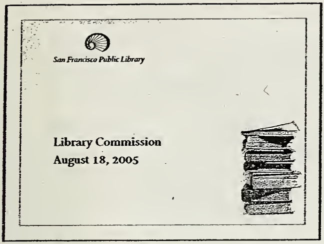
The cards range in price from $1 for a tiny gift card to $7 for a card made from a leather cover. The average price is about $4.

Some fetch much more, like the card made from a John Updike novel inscribed *Merry Christmas Mary, John Updike.*

"I left *Mary* on the floor," Mans said. "I cut out Updike's signature and *Merry Christmas* and a picture of him from the dust jacket. I took the three images and made a collage. It sold for $12."

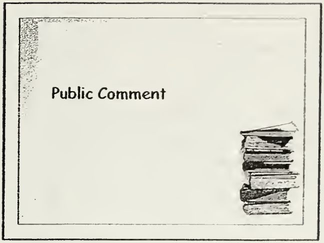
Still proud of the success of that card-making caper, she added with a laugh: "Mr. Updike has contributed to Friends of the San Francisco Public Library, whether he knows it or not."

E-mail Kathleen Sullivan at ksullivan@sfchronicle.com.

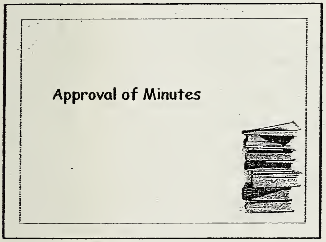


San Francisco Public Library

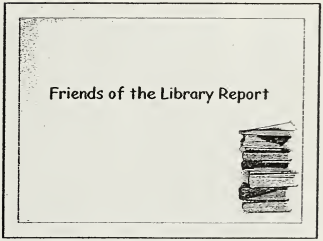
Library Commission
August 18, 2005



Public Comment

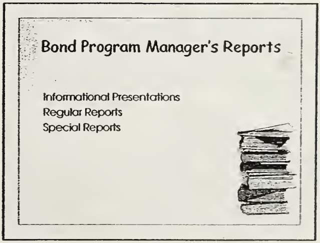


Approval of Minutes



Friends of the Library Report

Wireless-Fidelity (WI-FI) Update



Bond Program Manager's Reports

Informational Presentations
Regular Reports
Special Reports

Regular Reports

Budget
Schedule
Active Projects
Construction
Community Outreach

Budget Report

10-10-01 Baseline Budget & Reserve established
11-15-01 GPA increased $88,000
01-17-02 Increased Reserve for Prop 14 (reduced all projects 5%)
05-16-02 Art Enrichment Program funded ($302,000)
06-20-02 MBA increased $653,000
12-20-02 ING increased $455,000
02-20-03 Friends Budget for FF&E updated
04-17-03 VVA increased $716,000
06-26-03 DRE increased $115,281
10-16-03 Allocated Moving Budgets for SSF & EXC
02-19-04 Added Library Preservation Fund
12-06-04 WPO increased $650,000
01-06-05 Increased RIC, ING, POR, NBE, GPA, PAR,
PRE, SUN; updated revenues from Prop 14
05-05-05 NVA increased $672,818
TODAY no changes

Schedule Report

10-10-01 Baseline Schedule established
12-20-01 Revised GPA per Developer
01-17-02 Issued detailed schedules for Phases 1-2
02-21-02 Revised for Prop 14 strategy:
Revised MBA per Developer
03-21-02 Issued detailed schedules all Phases
04-18-02 Revised for Prop 14 strategy
06-20-02 Adjusted projects for geographic distribution
04-17-03 Revised for Prop 14 strategy;
Revised MBA & GPA per Developer
02-19-04 Various changes per memo dated 2/17/04
01-06-05 Various changes to accommodate Prop 14 requirements,
community outreach and additional cost estimates
02-03-05 Revised EVA to accommodate alternative proposal
05-05-05 Revised NVA for design revisions
TODAY No changes

Active Projects Reports
New Construction

- Glen Park
  - Construction start 9/04
  - Interior: Construction Documents Phase
- Mission Bay
  - Construction start 3/04
- Ingleside
  - Schematic Design Phase – Budget
  - Peer Review response needed
  - Submittal to State OLC
- Portola
  - Schematic Design Phase
  - Peer Review response needed
  - Civic Design Review Phase 1

Active Projects Reports
Renovations

- Excelsior
  - Construction complete
  - Opened 7/8/05
- West Portal
  - Construction start 3/05
- Marina
  - Awarded to Trico
  - Closure imminent
  - Interim Services

Active Projects Reports
Renovations

- Sunset
  - Bids Received
  - Interim Services
- Noe Valley
  - Bid Preparation – Redesign
  - Plan check
  - Interim Services
- Western Addition
  - Construction Documents Phase
  - Interim Services

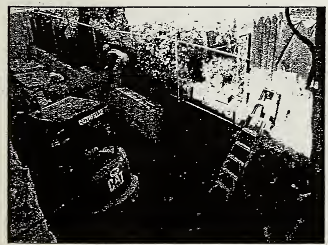
Active Projects Reports
Renovations

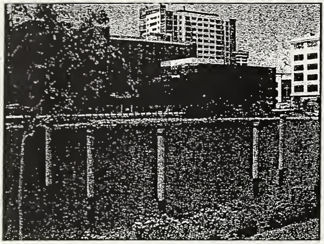
- Richmond
  - Construction Document Phase
  - Certificate of Appropriateness
  - Submittal to State OLC
- Bernal Heights
  - Schematic Design Phase - Redesign
- Potrero
  - Schematic Design Phase
  - Peer Review response needed
  - Preparing submittal for Variance

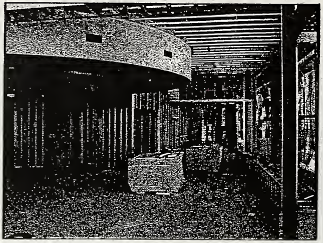
Active Projects Reports
Renovations

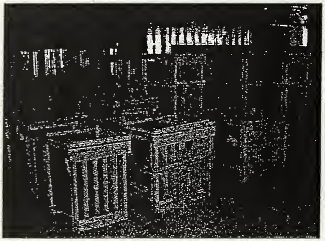
- Eureka Valley
  - Planning & Programming Phase
- Ortega
  - Planning & Programming Phase

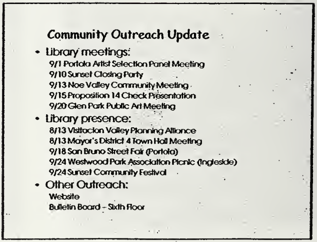
Construction Reports





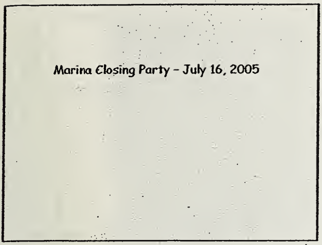




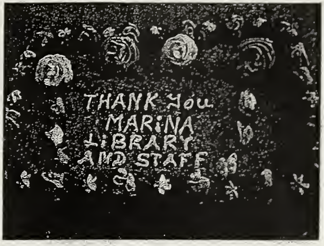


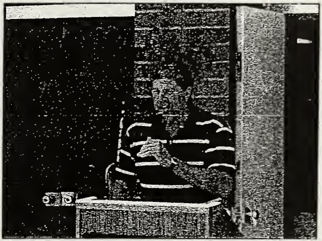
Community Outreach Update

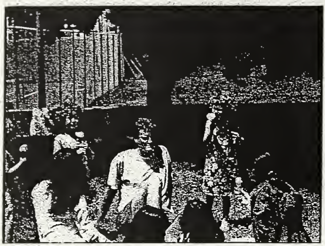
- Library meetings:
  - 9/1 Portola Artist Selection Panel Meeting
  - 9/10 Sunset Closing Party
  - 9/13 Noe Valley Community Meeting
  - 9/15 Proposition 14 Check Presentation
  - 9/20 Glen Park Public Art Meeting
- Library presence:
  - 8/13 Visitacion Valley Planning Alliance
  - 8/13 Mayor's District 4 Town Hall Meeting
  - 9/18 San Bruno Street Fair (Portola)
  - 9/24 Westwood Park Association Picnic (Ingleside)
  - 9/24 Sunset Community Festival
- Other Outreach:
  - Website
  - Bulletin Board – Sixth Floor



Marina Closing Party – July 16, 2005


THANK You
MARINA
LIBRARY
AND STAFF



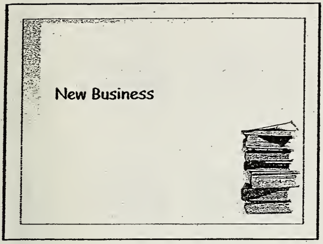


Special Reports

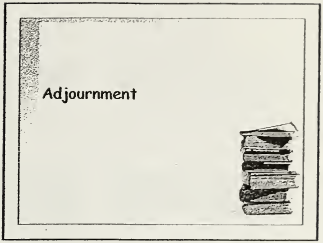
Bond Program Manager's Reports

City Librarian's Report

Labor Union Report



New Business



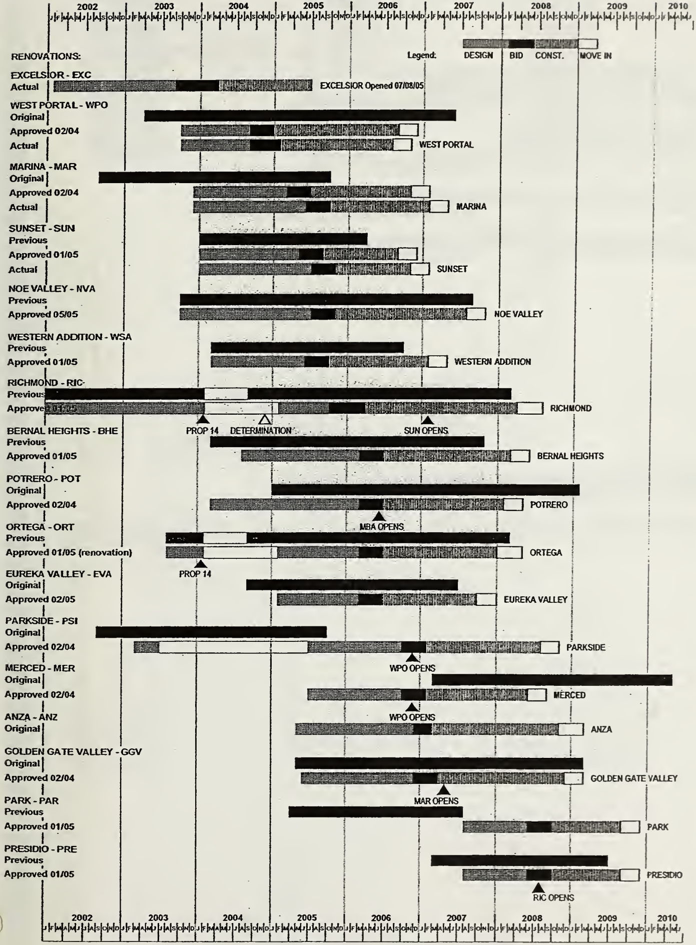
Adjournment

CU T BUDGET REPORT-2000 Branch Library Improvement Bond Program
August 18, 2005 Commission Meeting

	BUDGET		REVENUE FUND STRATEGY				EXPENDITURES/ENCUMBRANCES	
Branch	Baseline (10/01)	Approved (05/05)	City Prop. A Bonds	State Prop. 14 Grants	Other Funds	Total All Sources	Actual 31-Jul-05	New This Month
Site Acquisitions & New Construction								
Glen Park	4,570,000	4,881,000	4,681,000	-	200,000 (5)	4,881,000	292,155	4,272
Ingleside	4,570,000	5,751,855	2,285,277	3,466,576	- -	5,751,855	2,573,756	-
Mission Bay	3,350,000	3,957,000	3,957,000	-		3,957,000	3,696,697	8,375
Portola	4,570,000	4,818,520	4,388,000	-	430,520 (5)	4,616,520	1,677,730	-
Visitacion Valley	5,320,000	5,884,500	5,826,500	-	58,000 (6)	5,884,500	2,217,072	-
Support Services	9,080,000	8,946,342	8,876,000	-	70,342 (6)	8,946,342	6,838,605	1,019
SUBTOTAL	*31,460,000*	*34,239,217*	*30,013,777*	*3,466,578*	*758,862*	*34,239,217*	*19,496,015*	*13,666*
Renovations								
Anza	4,740,000	4,503,000	4,503,000	-		4,503,000		
Bayview	3,620,000	3,629,000	3,629,000	-		3,629,000	18,690	
Bernal Heights	5,350,000	5,082,500	5,082,500	-		5,082,500	187,642	3,344
Eureka Valley	4,560,000	4,351,000	4,351,000	-		4,351,000	24,805	2,411
Excelsior	3,620,000	3,649,000	3,649,000	-		3,649,000	3,452,156	9,547
Golden Gate Valley	5,340,000	5,073,000	5,073,000	-		5,073,000		
Marina	4,110,000	3,904,500	3,904,500	-		3,904,500	596,884	6,013
Merced	4,200,000	3,990,000	3,990,000	-		3,990,000		
Noe Valley	4,410,000	4,862,316	4,862,316	-		4,882,318	797,230	1
North Beach	3,460,000	3,763,600	3,287,000	-	478,600 (5)	3,763,600	116	
Ortega	3,560,000	3,382,000	3,382,000	-		3,362,000	128,956	-
Park	1,310,000	1,310,000	1,244,500	-	85,500 (5)	1,310,000		
Parkside	2,880,000	3,236,000	3,236,000	-		3,236,000	69,595	
Potrero	4,230,000	4,018,500	4,018,500	-		4,018,500	114,366	427
Presidio	1,530,000	1,530,000	1,453,500	-	78,500 (5)	1,530,000	136,152	
Richmond	7,630,000	9,022,642	1,137,606	5,485,036	2,400,000 (2)	9,022,642	1,228,996	13,582
Sunset	1,490,000	1,490,000	1,415,500	-	74,500 (5)	1,490,000	260,645	3,169
West Portal	4,110,000	4,554,500	4,554,500	-		4,554,500	3,916,530	11,061
Western Addition	3,430,000	3,258,500	3,258,500	-		3,256,500	261,229	
SUBTOTAL	*74,000,000*	*74,610,060*	*66,031,924*	*5,485,036*	*3,093,100*	*74,610,060*	*11,235,996*	*49,555*
Program-Wide Services & Costs								
Library's Program Costs	800,000	800,000	600,000			800,000	674,079	(28,234)
Program Consultants	750,000	750,000	750,000			750,000	195,150	1,803
Program Management	3,600,000	4,900,000	4,900,000			4,900,000	1,813,564	18,465
Real Estate Dept	120,000	235,281	235,281			235,281	235,281	
Art Enrichment Program		302,000	302,000			302,000	166,502	3,086
Interim Services		438,400	253,542		184,858 (4)	438,400	443,522	10,200
Moving Reserve	4,360,000	410,000	94,858		315,142 (4)	410,000		
Furniture Reserve	15,000,000	16,000,000		759,170	16,000,000 (3)	16,759,170		
Bond Financing Costs	1,500,000	1,000,000	1,000,000			1,000,000	290,051	
Program Reserve	1,675,000	1,833,479	1,483,818		349,881 (5)	1,833,479		
SUBTOTAL	*27,805,000*	*26,669,160*	*9,819,299*	*759,170*	*16,849,861*	*27,428,330*	*3,620,149*	*5,120*
TOTAL	133,265,000	135,518,437	105,865,000	9,710,784	20,701,823	136,277,607	34,352,160	68,341

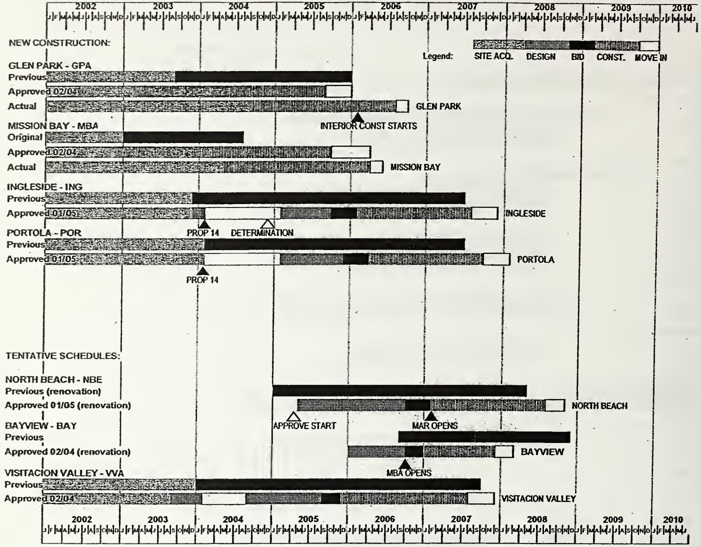
(1) Prop. 14 State Grants ($9,710,784)
(2) Earthquake Safety Program funds remaining for Branch Libraries ($2,400,000)
(3) Private donations from Friends of the Library ($16,000,000)
(4) Library Preservation Fund appropriated FY 04/05 ($500,000)
(5) Bond interest proceeds ($1,673,481)
(6) Rents received ($128,342)

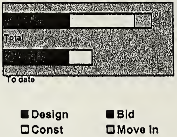
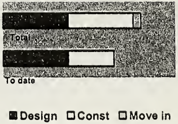
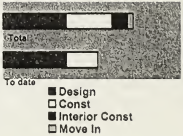
Branch Library Improvement Program
Summary Schedules
Approved May 5, 2005



Branch Library Improvement Program
Summary Schedules

Approved May 5, 2005



Branch	Contacts	Statistics	Activities	Schedule
West Portal Branch 900 Ulloa Street	**District/Supervisor:** 7 / Elsbernd **Architect:** Thomas Hacker Architects **Contractor:** MH Construction	**Bid:** $2,980,000 **Change Orders:** $0 **Total Contract:** $2,980,000 **Payments:** $195,188 **Duration:** 460 days **Extensions:** 0 days **Total Duration:** 460 days **Substantial:** 4/10/06 **End Date:** 6/9/06	Demolition complete Shoring permit pending Change order pending: 2 month non-compensatory extension for permit delays	
Mission Bay Branch 4th and Berry Streets	**District/Supervisor:** 6 / Daly **Architect:** Santos Prescott Hardison Komatsu Ivelich & Tucker **Contractor:** Cahill Construction **Developer:** Mercy Housing SF Redevelopment Agency	**Bid:** $2,433,636 **Change Orders:** $18,956 **Total Contract:** $2,452,592 **Payments:** $1,037,859 **Duration:** 698 days **Extensions:** 57 days **Total Duration:** 755 days **Substantial:** 02/01/06	Metal stud installation Curtain wall enclosure Plumbing & electrical installation	
Glen Park Branch 2815 Diamond Street	**District/Supervisor:** 8 / Dufty **Architect:** Sternberg Benjamin (shell) Tom Eliot Fisch (interior) Bureau of Architecture (interior) **Contractor/Developer (shell):** Diamond LLC **Contractor (interior):** TBD	**Purchase Price:** $3,361,000 **Est'd Completion of Shell:** 12/31/05	Exterior plastering & masonry No payments made till finished Design of interior construction proceeding. Bid winter 2005.	

Spec No: 7510A

Title: Marina Branch Library Renovation

Bids Received: July 20, 2005

Bidders: (In the order of bids received & opened)

	Transworld Construction Inc.	Trico Construction	Cumiskey Construction, Inc.	Angotti & Reilly, Inc.	Average Bid	Architect's Estimates:	% of Architect's Estimate:
Bid Discount Claimed:	DBE	DBE	DBE	DBE			
Base Bid	2,447,000.00	2,038,300.00	2,380,000.00	2,272,000.00	2,284,325.00	2,100,000.00	108.78%
Alt No. 1	106,419.00	100,000.00	125,500.00	94,000.00	106,479.75	73,100.00	145.66%
Alt No. 2	140,060.00	124,700.00	149,800.00	121,000.00	133,890.00	93,300.00	143.50%
Alt No. 3	116,345.90	118,700.00	130,000.00	118,000.00	120,761.48	114,000.00	105.93%
Alt No. 4	23,000.00	12,000.00	1.00	165,000.00	50,000.25	11,000.00	454.55%
Alt No. 5	102,300.00	102,000.00	110,000.00	104,000.00	104,575.00	98,150.00	106.55%
Total Base Bid and Alternates	2,935,124.90	2,495,700.00	2,895,301.00	2,874,000.00	2,800,031.48	2,489,550.00	112.47%

The following announcement was made in the bid opening:
"The construction budget for this project is $2,124,664 and the priority of the alternates is Alt 3, Alt 1, Alt 2, Alt 4, and Alt 5".

Marilyn Thompson
Mark Dorian
Greg Braswell

Bob Beck
Maurice Williams
DTS

Nelson Wong
Don Eng
All Bidders

Preston Tom
Joe Cheung

SL:mn

July 20, 2005

City and County of San Francisco
Department of Public Works
TABULATION OF BIDS

Spec No: 7527A

Title: Sunset Branch Library Renovation

Bids Received: August 10, 2005

Bidders: (In the order of bids received & opened)

	P & A Construction Co.	Cooper Pugeda Managemnet Inc.	Transworld Construction Inc.	CDX Builders, Inc.	Average Bid	Architect's Estimates:	% of Architect's Estimate:
Bid Discount Claimed:	HRC DBE	HRC DBE	HRC DBE	HRC DBE			
Base Bid	975,000.00	749,000.00	1,047,800.00	958,000.00	932,450.00	813,321.00	114.65%
Alt No. 1	10,000.00	5,400.00	9,500.00	3,000.00	6,975.00	2,000.00	348.75%
Alt No. 2	20,000.00	2,632.00	18,920.00	18,000.00	14,888.00	12,200.00	122.03%
Alt No. 3	80,000.00	138,901.00	114,721.00	110,000.00	110,905.50	52,704.00	210.43%
Alt No. 4	5,000.00	8,317.00	11,000.00	19,000.00	10,829.25	14,640.00	73.97%
Alt No. 5	50,000.00	39,856.00	69,520.00	38,000.00	49,344.00	78,000.00	63.26%
Alt No. 6	10,000.00	10,460.00	4,675.00	8,000.00	8,283.75	6,100.00	135.80%
Alt No. 7	15,000.00	11,598.00	2,860.00	13,000.00	10,614.50	10,980.00	96.67%
Alt No. 8	15,000.00	11,867.00	2,860.00	13,000.00	10,681.75	12,000.00	89.01%
Alt No. 9	20,000.00	5,677.00	26,142.00	28,000.00	19,954.75	5,000.00	399.10%
Total Base Bid and Alternates	1,200,000.00	983,708.00	1,307,998.00	1,208,000.00	1,174,926.50	1,006,945.00	116.68%

The following announcement was made in the bid opening:
"The construction budget for this project is $813,321 and the priority of the alternates is Alt 1, Alt 5, Alt 2, Alt 6, Alt 3, Alt 9, Alt 4, Alt 7and Alt 8".

Marilyn Thompson
Mark Dorian
Greg Braswell

Bob Beck
Maurice Williams
DTS

Nelson Wong
Don Eng
All Bidders

Preston Tom
Joe Cheung

SL:sl

August 10, 2005

RANCH LIBRARY
ROVEMENT PROGRAM

Interim Services at the Marina Branch Library

Interim Services will begin approximately 4-6 weeks after the branch closes for renovation.

Bookmobile:

The Bookmobile will be parked in front of the Moscone Recreation Center, at 1800 Chestnut Street.

The Bookmobile will offer the following collections and services:

Collections
- Materials for adults, teens and children
- Media collection including audio CDs, DVDs, and VHS videos
- Magazine collection for home use

Services
- Obtain a library card
- Borrow and return materials
- Reserve materials owned by SFPL and make interlibrary loan requests
- Limited reference services on-board or by calling 557-4400

The bookmobile will be at the site selected hours Monday-Saturday*. Service will usually end no ater than 5:00 pm, but will include one evening until 7:00 pm.

**hours subject to change as additional branches close for renovation*

torytimes:

he Marina Branch Library currently offers two weekly storytimes. All of these storytimes will ntinue during the library's closure at the following times and locations:

psit: Primarily for children under 3
Mondays, 10:30 am and 11:30 am, at the Golden Gate Valley Branch Library. The Golden Gate Valley Branch is located at 1801 Green Street at Octavia.

Pre-School Storytime: Primarily for children 3-5
Tuesdays, 10:30 am at the Golden Gate Valley Branch Library

Adult Book Group:

The Marina Branch Library hosts a Book Discussion Group that meets on the third Wednesday of the h at 7:30 pm. During Marina's closure, the book group will move to the Golden Gate Valley ch, and meet on the third Thursday of the month at 7:30 pm.

Extended Hours at Other Branches:

We will be opening the Golden Gate Valley Branch Library and the North Beach Branch Library additional hours approximately a month after Marina closes. Their hours will be as follows:

Golden Gate Valley:

Monday: 10-6 (currently closed on Mondays)
Tuesday: 10-6
Wednesday: 12-8
Thursday 1-9 (currently only open until 7)
Friday 1-6
Saturday 10-6 (currently only open 1-6)
Sunday: CLOSED

North Beach:

Monday: 12-6
Tuesday: 10-9
Wednesday: 1-9
Thursday: 10-6
Friday: 1-6
Saturday: 1-6
Sunday: 1-5
(Currently closed on Sundays)

All interim services information is subject to change.

BOOKMOBILE
BOOKMOBILE

San Francisco Public Library

7/05

92842

HOUCHEN
BINDERY LTD
UTICA/OMAHA NE.
2005